

LAND SUBDIVISION REGULATIONS

TOWN *of* HAMPSTEAD
NEW HAMPSHIRE

**Adopted as Amended February 3, 2003
Amended March 11, 2003
Amended April 4, 2003**

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ADOPTION AND REVISIONS

Pursuant to the authority vested in the Hampstead Planning Board by the voters of the Town of Hampstead and in accordance with the provisions of Chapter 675, Section 6, (formerly Chapter 36, Sections 19-29), New Hampshire Revised Statutes Annotated, 1955, as amended, the Hampstead Planning Board adopts the following Regulations governing the subdivision and development of land in the Town of Hampstead, New Hampshire.

Adopted 10/16/72

LAND SUBDIVISION REGULATIONS; TOWN OF HAMPSTEAD, NH

TABLE OF CONTENTS

<u>Section</u>		<u>Page</u>
I	<u>Authority and Title</u>	I - 1
II	<u>Definitions</u>	II - 1
III	<u>General Requirements</u>	III - 1
	A. <u>Subdivider's Responsibility</u>	III - 1
	B. <u>All Subdivisions</u>	III - 1
	C. <u>Major Subdivisions</u>	III - 6
	D. <u>Special Requirements</u>	III - 7
	E. <u>Fees for Offsite Improvements</u>	III - 10
IV	<u>Procedure</u>	IV - 1
	A. <u>Preliminary Conceptual Consultation</u>	IV - 1
	B. <u>Preliminary Application</u>	IV - 2
	C. <u>Expedited Review</u>	IV - 6
	D. <u>Expenses and Fees</u>	IV - 6
	E. <u>Modification of Approvals</u>	IV - 7
V	<u>Non-Residential Development</u>	V - 1
VI	<u>Plat Details</u>	VI - 1
	A. <u>Final Plat</u>	VI - 1
VII	<u>Required Improvements</u>	VII - 1
	A. <u>Streets</u>	VII - 1
	B. <u>Drainage</u>	VII - 2
	C. <u>Topsoil Protection</u>	VII - 3
	D. <u>Water and Sewer Facilities</u>	VII - 4
	E. <u>Winter Conditions</u>	VII - 5
	F. <u>Time Limit to Complete</u>	VII - 6

LAND SUBDIVISION REGULATIONS; TOWN OF HAMPSTEAD, NH

TABLE OF CONTENTS

VIII	<u>Design Standards</u>	VIII - 1
	A. <u>Streets</u>	VIII - 1
	B. <u>Blocks</u>	VIII - 4
	C. <u>Lots</u>	VIII - 4
	D. <u>Easements</u>	VIII - 5
IX	<u>Inspections and Performance Guarantee</u>	IX - 1
	A. <u>Performance and Inspection of Work</u>	IX - 1
	B. <u>Performance Guarantee</u>	IX - 2
	C. <u>Maintenance of Improvements and Facilities</u>	IX - 4
X	<u>Compliance with Regulations - Penalties</u>	X - 1
XI	<u>Waivers</u>	XI - 1
XII	<u>Amendments</u>	XII - 1
XIII	<u>Appeals</u>	XIII - 1
XIV	<u>Appendix</u>	XIV - 1
	A. <u>Flow Chart</u>	XIV - 2
	B. <u>Typicals</u>	XIV - 3
	C. <u>Driveway Regulations</u>	XIV - 4
	D. <u>Fee Schedule</u>	XIV - 9

Section I - Authority and Title:

Pursuant to the authority vested in the Hampstead Planning Board by the voters of the Town of Hampstead in accordance with the provisions of Chapter 674, Section 5 and 43, (formerly Chapter 36, Sections 19-29), New Hampshire Revised Statutes Annotated, 1955, as amended, the Hampstead Planning Board adopts the following Regulations governing the subdivision and development of land in the Town of Hampstead, New Hampshire, such Regulations to be known as the "Land Subdivision Regulations of the Town of Hampstead".

Section II - Definitions:

Abutter: 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 Board. Professionals whose stamp appears on documents submitted to the Board and holders of conservation easements on abutting properties shall be notified as abutters.

For purposes of receiving testimony only, and not for purposes of notification, the terms "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 the Board of a 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 672:3, XXIII.

Applicant: Shall mean the owner of record, or his agent duly authorized in writing at the time of the application.

Application: Any Preliminary or Final Application.

Board: The Planning Board of the Town of Hampstead, New Hampshire.

Buildable Land: All land except that which is defined or described as Unsuitable for Subdivision or Building Purposes in Sections III B 7 or VIII C 4 of these Regulations.

Checklist: The list of information which must appear on a Plat and materials which must accompany an Application, which list must be completed, initialed and filed by the Applicant at the time of filing an Application.

Comprehensive Plan: The Master Plan for the Town of Hampstead, as it may be amended from time to time.

Concept Plat or Plan: A preliminary concept plan of a proposed Subdivision.

Condominium: The form of ownership of real property, and any interests therein, lawfully submitted to the provisions of RSA 356-B, in which individual owners own or lease separate units but together, or through an owners' association, own the common areas appurtenant to the units.

Developer: The individual, partnership or corporation which will be responsible for the construction of all improvements and subsequent sale of lots and/or dwelling units.

Section II - Definitions:

Drainage Right-of-Way: Land required for the installation of storm water sewers or drainage ditches, or required along a natural stream or watercourse for preserving the channel and providing for the flow of water therein to secure safety from flood damage and to preserve natural amenity

Easement: Authorization by a property owner for the use by another, and for a specified purpose, of any designated part of his property.

Engineer: A Professional Engineer, currently licensed in the State of New Hampshire and approved by the board.

Final Plat: The final map, drawing or chart on which the subdivider's plan of subdivision is presented to the Board for approval, which, if approved, shall be filed with the Registrar of Deeds of Rockingham County.

Flood Zone: Any area designated as a Flood Zone Area on the Town of Hampstead Flood Insurance Rate Map, effective June 16, 1993.

High Intensity Soil Survey: A study or survey of the soil types and characteristics of a plot or parcel of land which describes and defines the soil properties and soil types of the parcel in accordance with the Standards for a High Intensity Soil Map which are adopted from time to time by the Society of Soil Scientists of Northern New England or comparable standards of other comparable professional organization.

Lot: The whole area of a single parcel of land, a tract, plot or portion of a subdivision or other parcel of land intended as a unit for the purpose, whether immediate or future, of transfer of ownership or for building development. A lot is an area with ascertainable boundaries in single or joint ownership, undivided by a street, established by deed(s) of record or a segment of land ownership defined by lot boundary lines on an approved subdivision plan.

Lot Line Adjustment: A minor adjustment of the location of the boundary between two or more Lots which results in no new Lots, which involves no construction of new Streets or other public improvements, and which is not a Re-subdivision.

Non-Residential Development: Any development, use or change in use of land other than single or two-family residential development, whether or not such development includes a Subdivision or Resubdivision of the land.

Section II - Definitions:

Official Map: The official Town map adopted in accordance with RSA 674:10 (formerly RSA 36:16-18) as amended. Such a map shall be deemed to be conclusive with respect to the location and width of Streets and the location of public parks shown thereon.

Performance Guarantee: Any security, including performance bonds issued by a State of NH-approved bonding company, escrow agreements, Letters of Credit, and other similar collateral or surety agreements, which may be accepted by the Town in lieu of a requirement that a Sub-divider complete certain improvements before the Board or other Town body approves a Plat.

Plat or Plan: A map or plan of a Subdivision.

Preliminary Application: The filing by an Applicant of a Preliminary Application Form and all other documents and information described in Section IV B 2 of these Regulations

Preliminary Application Form: The form provided by the Board to be submitted by an Applicant to request consideration of a Preliminary Plat.

Preliminary Plat: Shall mean a layout plan prepared as required by the Planning Board and submitted to the Board for consideration.

Soil Scientist: Is interpreted to mean a person qualified in soils classification and who is licensed by the New Hampshire Board of Natural Scientists.

Request for Preapplication Design Review: A Subdivider's request for non-binding discussions with the Board filed pursuant to Section IV A of these Regulations.

Request for Preliminary Conceptual Consultation: A Subdivider's request for non-binding discussions with the Board filed pursuant to Section IV A of these Regulations.

Resubdivision: A change in a map of an approved or recorded Subdivision plat if such change affects any street layout on such map or area reserved thereon for public use, or any lot line; or if it affects any map or plan legally recorded prior to the adoption of any regulations controlling Subdivisions.

Roadway: That portion of a way which is designed and prepared for vehicular travel.

Section II - Definitions:

Site Plan Review: The review by this Board of an Applicant's plans for Non-residential Development pursuant to the Site Plan Review Regulations.

Slope: The steepness of the land surface. Slope is expressed in percent by dividing a horizontal distance into the change in elevation that occurs within the distance. For the purposes of this regulation, the slope of a tract of land shall be determined by finding the average slope across each proposed lot, excluding wetlands, measured perpendicular to two (2) foot contours. For lots with variable elevation, the composite average slope, excluding wetlands, will be used to compute minimum lot size.

Soil Type: As defined by the National Cooperative Soil Survey. When a lot of land has more than one soil type, the predominant soil type will be controlling.

Soil Type Determination: The soil type as determined by a qualified soil scientist as designated by the New Hampshire Board of Natural Scientists using standards of the National Cooperative Soil Survey.

Street: Any street, avenue, boulevard, road, lane, alley, viaduct, highway, freeway and other public roadway. For the purposes of these Regulations "streets" shall be further divided into the following classifications:

1. Arterial Street (Class A): An inter-community thoroughfare designed primarily for high volume traffic movement throughout the community and beyond.
2. Collector Street (Class B): A street providing a lower level of traffic service than an arterial street and which is designed to provide access between and among areas of the community.
3. Local Street (Class C): A residential street having the primary function of providing direct access to adjoining properties; such street not being designed to provide for traffic service between and among areas of the community. Class C streets shall not be built in areas with the potential of serving more than fifty (50) units or of serving any commercial facilities.

Subdivider: The owner of record of the land to be subdivided, including any subsequent owner of record making any subdivision of land or any part thereof.

Section II - Definitions:

Subdivision: Means the division of the lot, tract, or parcel of land into two (2) or more lots, plats, sites, or other divisions of land for the purposes, whether immediate or future, of sale, rent, lease, condominium conveyance or building development. It includes re-subdivision and when appropriate to the context, relates to the process of subdividing or to the land or property subdivided. The division of a parcel of land held in common and subsequently divided into part among the several owners shall be deemed a sub-division under this chapter.

Town Engineer: A professional engineer, currently licensed in New Hampshire and approved by the Board.

Turnaround - Temporary: The area constructed at the termination point of any street which, in the foreseeable future, will be extended, either further onto the developer/owner's holdings or onto abutting properties. This classification shall be made by the Planning Board after initial review and consultation.

Wetland: Land containing soils classified by the United States Department of Agriculture Soil Conservation Service as poorly drained, very poorly drained, including fresh water marshes or alluvial soils.

Section III - General Requirements:

Subdivider's Responsibility: It is the responsibility of each Subdivider or Applicant to read and follow these Regulations. If a Subdivider or Applicant does not fully understand the Regulations, it is his or her responsibility to seek the advice and counsel of Town officials, agents, or other qualified persons.

All Subdivisions: This Section sets forth certain general requirements that apply to all Subdivisions in the Town of Hampstead.

State Grid Coordinates: All surveys, control and boundary information shall be tied into and refer to the State Grid Coordinate System, NAD 83.

Benchmark: All contours, profiles and other elevations shall refer to current NGVD 29 Datum.

Substandard Streets: Where a Subdivision borders an existing Street that is below the standards set forth herein, the Applicant shall set aside and show areas for widening or realigning such Street to the extent necessitated by the Application. Any land set aside for this purpose shall be deeded to the Town and shall not be counted for lot size, set backs, or frontage. Said areas shall be marked "Road Right-of-Way" on the Final Plat.

Lot Boundaries: Prior to the issuance of any permits, on any new lots created by a Subdivision, all lot corners shall be permanently marked as provided in Section III C of these Regulations. Also, all side lot lines shall be adequately flagged so as to allow proper orientation of improvements and the side lines shall be cleared to a depth sufficient to allow verification of the location of all improvements, i.e. house, well, septic system, driveway, etc.

State Approvals: Copies of all Applications to the State of New Hampshire for approval of on-site septic systems, for "Site Specific" Approval, for dredge and fill permits, for driveway cuts, or for any other permit or approval required by the State of New Hampshire with regard to the Subdivision must be filed with the Board prior to submission of the Preliminary Plat. Approval of any Final Application will be conditioned upon filing with the Board of evidence of the issuance of all such state approvals.

Conveyances to Town: Before recordation of a Final Plan of a Subdivision requiring new road construction or the extension of municipal services, the owner shall transfer to the Town of Hampstead by Warranty Deed, all lands not platted for residential use and common area green

spaces and recreational areas, or if commercial/industrial, for that use.

Section III - General Requirements:

Open spaces of adequate proportions and suitably located streets may be required to accommodate existing and prospective traffic and to afford adequate light, air, and access of fire-fighting apparatus to buildings and equipment and be coordinated to pose a convenient system. The lands described above shall include but not be limited to, the following categories:

Public parks, recreation areas, recreation easements, open space, road rights-of-way, future extension requirements for roads, strips of land reserved for access to abutters and/or future streets, all other rights-of-way or dedicated lands.

Ledge: All areas of exposed ledge shall be identified and plotted on any Plat submitted to the Board.

Protection of Natural Features: Due regard shall be shown for all natural features, such as trees, water courses, scenic points, rare plant or animal species, historic spots and similar community assets, which if preserved, will add attractiveness and value to the Subdivision or preserve the natural resources of the Town. Where appropriate, the Board may require the Applicant to dedicate lands or grant conservation easements to the Town to protect such resources in a manner consistent with Section VIII C 7 of these Regulations.

Driveway Access: The provisions of RSA 236:13 and 14 "Driveways and other Accesses to the Public Way" are adopted by reference into these Regulations and the provisions and conditions thereof are extended to include Town Classified Roads of Classes 4 and 5. It shall be the responsibility of the property owner to maintain all portions of driveways and associated drainage facilities located within public right-of-way areas. See Appendix C for additional driveway regulations

Section III - General Requirements:

Disturbing Environment: No person who is required to submit an Application for approval of a Subdivision pursuant to these Regulations shall commence the construction of roads within the land proposed to be subdivided or clear the land of natural vegetation or place any artificial fill thereon or do any other act or acts which will alter the natural state of the land or environment, unless and until the Final Plat relating thereto has been submitted and approved in accordance with the requirements of these Regulations. Nothing in this paragraph shall be construed to prevent such preliminary ground surveys, marking by stakes, engineering studies, inspections, and testing (including test borings and test pits) as may be necessary to evaluate the suitability of the land for subdivision and to assemble the information required to be shown on a Preliminary Plat, provided, however, that such preliminary surveys, staking, studies, inspection and testing shall be accomplished with the minimum disturbance or alteration of the natural state of the land environment.

Utilities: All utility facilities, including but not limited to gas, electric power, telephone, and CATV cables, shall be located underground at the expense of the Applicant. Except for major transmission lines not intended to serve individual properties and except for existing utility lines along existing Town streets, all other above-ground utility lines on land to be subdivided must be removed and installed underground. Utilities shall be located within street rights-of-way in accordance with all applicable State and Local Regulations and utility company rules and regulations. Utilities shall not be located beneath the paved surface of any street except where necessary at intersections and for service connections.

Access: Any road serving more than twelve (12) lots shall have an approved secondary means of egress. The secondary egress may, at the discretion of the Board, be parallel to the primary access, separated by a continuous island, to accommodate safety vehicles.

Section III - General Requirements:

Condominiums: In addition to the information otherwise required to be filed pursuant to these Regulations, an Applicant who is seeking approval of a Condominium shall also file at the time of an Application copies of:

Condominium Declaration

Condominium Bylaws

Condominium Site Plan

Condominium Floor Plan

Where applicable, evidence of filing of Application for Registration of the condominium with the New Hampshire Attorney General.

Review by Other Town Officials: Before approval of a Preliminary Plat is given, the Planning Board shall solicit written statements from the following Town Officials regarding the proposed application.

The Road Agent and Engineer as to the design of the street system, location of easements, and design of the water, sewer, and drainage systems, including appurtenances.

The Police Chief, or representative, as to vehicular and pedestrian traffic safety and access for emergency vehicles.

The Fire Chief, or representative, as to the adequacy of fire protection and access for emergency vehicles.

The Conservation Commission, or representative, as to the impact and access to conservation land.

The Building Inspector, or representative for compliance.

Town Officials may opt to attend the regular Planning Board meeting to express their concerns regarding the Preliminary Plat.

Compliance with Regulations: All Applications shall comply with the Zoning Ordinance and all other ordinances and regulations of the Town of Hampstead.

Section III - General Requirements:

Water Supply for Firefighting Purposes

Purpose

This regulation establishes minimum fire fighting water supply requirements for subdivisions.

Where Required

The article is required for all subdivisions.

Requirements

Subdivisions.

A. A minimum 15,000 usable gallon water supply shall be established for all subdivisions that consist of five lots or over regardless of whether or not new roads are created. The water supply shall also be required when the subdivision is less than five lots but there is a possibility of further subdivision into more than a total of five lots.

- . The water supply shall be:
 - . a municipal style pressure system with underground pipe, or
 - . a cistern of a design acceptable to the fire chief, or
 - . a water hole acceptable to the fire chief.
- . The water supply shall be equipped with a hydrant not susceptible to freezing with a minimum of one 4 1/2 inch fitting compatible with Hampstead Fire Department hose.
- . The water supply shall be accessible by the Hampstead Fire Department using one 10-foot length of hose between the truck and the hydrant without the truck leaving a paved surface.
- . The system shall be capable of delivering a flow of 1000 gallons per minute in all temperature ranges. In the case of a pressure system the outlet pressure cannot drop below 20 pounds per square inch during the 1000 gallon per minute flow.
- . The flow is to be tested by the Hampstead Fire Department or its representative prior to acceptance.
- a. The water supply is to be constructed by the developer and accepted by the Hampstead Fire Department prior to the

issuance of any permits for the subdivision.

Section III - General Requirements:

Monuments: Monuments shall be placed at all block corners of 4 inch by 4 inch by three feet of either concrete or granite with a drilled hole. Angle points of curvature and points of tangency shall be marked in monuments of 4 inch by 4 inch by 3 feet of either granite or concrete with a drilled hole set flush with the ground.

All lot lines fronting on the street shall be designated by monuments of 4 inch by 4 inch by 3 feet of either concrete or granite with a drilled hole set flush with the ground. . All monuments shall be equipped with magnets or other suitable metal so they are capable of being located with a metal detector.

All monuments shall be set and their installation certified by a licensed land surveyor prior to recording the final plat unless installation of the monuments is assured by a performance guarantee in conformance with Section IX B.

Lot Size: Lots shall be sized in conformance with the Zoning Ordinance of The Town of Hampstead NH.

Subdivisions: The following general requirements apply to Subdivisions in the Town of Hampstead:

Erosion Plan: All Applications shall include a "Soils Erosion and Sediment Control Plan", conforming to the recommendations and specifications of the United States Department of Agriculture, Soil Conservation Service. Said plan shall address slopes, embankments, ditches, drainage ways, and the effect of the Subdivision on water bodies and all disturbed areas. These plans shall be stamped by a New Hampshire Registered Professional Engineer.

Section III - General Requirements:

Drainage/Grading Plan: All Applications shall include a Drainage and Grading Plan showing the entire area which is directly involved. The Plan shall indicate existing grades for the entire tract and proposed grading for all areas of proposed construction activity. The Plan shall show all existing and proposed drainage facilities, including but not limited to catch basins, all stormwater culverts, headwalls, detention/retention basins, drainage swales, rip-rap areas, dams and weirs, and stormwater flow dissipaters. The plan shall show all contributing drainage and subcatchment areas and existing and proposed stormwater flow calculations. All drainage plans for the Subdivision shall be based on hydrological calculations from said Drainage/Grading Plans. These Plans and accompanying calculations shall be prepared by and bear the stamp and signature of a New Hampshire Registered Professional Engineer. If the storm water drainage system creates any additional stormwater flow over other properties, the developer shall obtain easements therefore from all owners of said downstream properties or provide appropriate detention facilities to assure existing flow quantities or velocities will not be exceeded.

Phasing Plan Required: A written phasing plan shall accompany all Applications for subdivisions over 20 lots. The plan shall specify the development time table for each phase of the Subdivision. The plan shall include approximate dates for road and other public improvement construction, for lot sales/development commencement, and for building occupancy. In cases where specific impacts have been identified, the Board may require that the development of a Subdivision proceed at a rate which will allow the Applicant and the Town a reasonable length of time in which to plan and prepare for impacts and to take steps to mitigate adverse impacts.

- D. Special Requirements: The following special requirements apply to certain large scale developments or developments which may have a significant impact on the Town, its services or facilities, as specifically provided herein. The cost of these assessments and studies will be borne by the Applicant.

Section III - General Requirements:

1. Traffic Impact Assessment (TIA):

Where a Subdivision will result in the generation of an average of two hundred (200) weekday vehicle trip ends (according to Trip Generation, An Informational Report, Institute of Transportation Engineers), the Applicant must submit a TIA to the Board with its Preliminary Application. The TIA shall include, but not be limited to, information with respect to:

- i) estimated vehicular trips per day,
- ii) an analysis of approaches,
- iii) an analysis of the circulation and channelization patterns,
- iv) a description and analysis of the location and type of existing and proposed traffic control devices,
- v) pedestrian traffic and systems,
- vi) an analysis of signal warrants,
- vii) a description of the condition and capacity of the road network,
- viii) other analysis of specific impacts as identified by the Planning Board.

A "trip end" is defined as a vehicle movement either entering or leaving the site.

Examples of developments which would generate two hundred (200) weekday vehicle trip ends include (from Trip Generation, approximate values):

- i) 20 detached single family units,
- ii) 40 manufactured housing units or condominium units,
- iii) 20 motel units,
- i) 17,000 gross square feet general office building,

Section III - General Requirements:

1. Traffic Impact Assessment (TIA):
 - v) 1,700 gross square feet shopping center,
 - vi) 1,200 gross square feet high turnover sit down restaurant,
 - vii) 8,400 gross square feet medical office building or clinic,
 - viii) 4,000 gross square feet hardware/paint store,
 - ix) Gasoline/service station,
 - x) 1,200 gross square feet bank.

1. Fiscal Impact Analysis (FIA): Where a Subdivision would contain 30 or more dwelling units, or where the Planning Board finds that a commercial or industrial Subdivision may have an adverse fiscal impact upon the Town, the Applicant must submit an analysis of the projected tax and fee income to the Town and the projected operating, maintenance and capital costs of the Town with the Preliminary Application. The analysis must contain a summary of the services applicable to the Subdivision and of the capital facilities used to deliver the services.

2. School Impact Analysis (SIA): Where a Subdivision would generate a school age population equal to one classroom according to current U.S. Census data from Rockingham County, the Applicant must submit an analysis of the impact of the Subdivision on the school system with the Preliminary Application.

3. Environmental Assessment (EA): The Applicant of each development containing ten (10) or more lots or twenty (20) or more acres shall submit a report from the New Hampshire Natural Heritage Inventory (NH Department of Resources and Economic Development) which identifies rare plant and animal species and exemplary natural communities in or near the proposed Subdivision with the Preliminary Application. If any of the species or communities are identified within or adjacent to the Subdivision, an EA addressing the impacts on the species and communities shall be submitted with the Preliminary Application.

Section III - General Requirements:

4. Community Services Impact Assessment (CSIA): Where a Subdivision contains one hundred (100) lots, one hundred (100) residential units, one hundred (100) gross acres, eight thousand five hundred (8,500) gross square feet of office or commercial space, or seventeen (17) gross acres of industrial land the applicant shall submit an assessment of the demands that the development will place on existing or proposed community services including, but not limited to, police, fire, emergency, water, sewer, solid waste, roads, recreation, and Town offices with the Preliminary Application.
5. Other Considerations: The requirements contained in this Section III D are based on thresholds at which the expected impacts will be measurable and at which point mitigation measures by the Applicant may be required by the Board. Nothing contained in this Section shall be construed to prevent the Planning Board from requiring other special investigations, at the applicant's expense or from requiring the above identified investigations at lower thresholds where, in the opinion of the Board, circumstances related to the development or the area warrant such special studies. An Applicant may not evade the application of the provisions of this Section III D through phased or scattered development of a parcel. The Board may, in its discretion, consider the effects of both prior and potential development of the land owned by the Applicant or other prior or future owners of the Subdivision and require compliance with the terms of this Section.
 - A. Fees for Offsite Improvements: As a condition of the Final Approval of an Application the Board may require the Sub-divider to pay a proportionate share of the costs of offsite improvements which are necessitated in whole or in part by the Subdivision.

Section IV - Procedure:

A. Pre-application Design Review:

Prior to submission of an Application for Board approval, the Applicant may discuss the proposal with the Board's Agent, and may make an appointment to discuss the proposal at a regularly scheduled Board meeting by notifying the Board's Agent the Wednesday prior to the meeting.

At the meeting, the Applicant may address the Board concerning the proposal but must limit the presentation to the intent and location of the proposal without going beyond a general description of the basic concept.

The Board may briefly outline the steps that an Applicant may take to obtain Board approval. It may discuss the content of the Master Plan of the Town and its relation to the potential Applicant's proposal. The Board may also cite specific Sections of these Regulations or the Zoning Ordinance. The proposal may be discussed in conceptual form only and in general terms, such as the desirability of types of development and proposals under the Master Plan. The Board may make suggestions which might be of assistance in resolving problems with meeting requirements during formal consideration.

A proposal shall neither be accepted as an Application nor be approved or disapproved by the Board under this procedure.

No comments made during this consultation shall bind either the Applicant or the Board.

Statements made by Board members shall not be the basis for disqualifying said members or invalidating any action eventually taken on the Application.

The time limits for Board actions under RSA 676:4, I(c) and Section IV B 8 and IV C 4 of these Regulations shall not apply to Pre-application design reviews.

Section IV - Procedure:

B. Preliminary Application:

Board Agent: The Board shall designate an agent to receive all Applications.

Initial Filing:

The Applicant shall file with the designated agent:

- i) three (3) copies of a completed Application Form;
- ii) two (2) copies of a Application Checklist;
- iii) five (5) copies of a Plan which complies with Section VI A of these Regulations;
- iv) Sufficient legible copies of the Plan, reduced in size to no more than 11 x 17 inches, to provide twelve (12) copies to the Board and one (1) copy to each Abutter and to each Town official referred to in Section III B 15 of these Regulations;
- v) the appropriate filing fee based upon the fee schedule as may be set by the Board from time to time;
- vi) if the Applicant signs the form rather than the owner, certification that the Applicant is agent for the owner, and
- vii) two lists of Abutters complete with envelopes addressed and set up for certified mailing, including the return receipt forms properly filled out.

Completed Applications must include all of the items listed in subsection IV B 2 (a) and must be filed with the designated agent no later than the Third Monday prior to a regular meeting of the Board in order to be considered by the Board at such meeting. If any of the items listed in subsection IV B 2 (a) are missing or incomplete as of the filing deadline, the Application shall not be placed on the agenda for the next Planning Board meeting.

Section IV - Procedure:

Notice to Abutters and the Public of Submission of an Application:

The Board shall notify the Applicant and all listed Abutters of its intent to consider an Application, by certified mail mailed not less than ten (10) days prior to the date for official submission to the Board of a completed Application. Such notice shall contain a general description (supplied by the Applicant) of the proposal and shall identify the Applicant and the location of the proposal and a reduced size copy of the Plan. The Applicant is responsible for the preparation of the mailing including the completed certified mailing forms. The Board will do the actual mailing. For the purposes of notification any professional that seals and signs the plan is to be considered an abutter and notified as such. The Board shall also post such notice in two (2) public places in the Town and publish the notice in a local newspaper within 10 days of the date of the meeting date.

Action on Application:

The official submission date of the Application shall be the date of submission of the complete application to the agent of the board. At the next meeting, the Board will consider whether the Application includes the information required by Sections III and VI of these Regulations.

An Application which is not complete will be rejected by the Board. If the Board votes to reject an Application, it shall provide the Applicant with written notice of its decision which shall describe the reasons for the rejection.

If an Application is accepted by the Board, the Board shall begin formal consideration of the proposal within thirty (30) days thereafter. The Applicant may waive this and all other time periods and consent to such extensions as may be mutually agreeable.

Section IV - Procedure:

Requirement for Public Hearing:

- a) Once an Application has been accepted as complete by the Board, and except as described in Section IV C, no Application may be denied or approved without a public hearing.
- b) Notice of any public hearing on an Application shall be given in accordance with Section IV B 3. If notice of the hearing was included in any prior notice, it need not be repeated. If a hearing is adjourned, no written notice of the continuation date will be given if the date, time and place of the continuation was made known at the prior hearing.
- c) Hearings shall be conducted in accordance with the Rules of Procedure adopted by the Board.

Board Consultation with Specialists:

Throughout the process of Board consideration of an Application, the Board may consult with engineers, architects, soil scientists, attorneys, planners or others, at the expense of the Applicant.

Consent to On-Site Board Inspection:

By filing an Application, the Applicant consents to the inspection of the property by Board members and Board agents at reasonable times and in a reasonable manner.

Prior to the Board's approval of an application, at least one member of the Board shall and conduct an on-site inspection of the property. All lot corners on existing streets, the centerlines of all new streets, and the perimeter of the Subdivision shall be staked and flagged prior to such inspection.

The on-site visit and final action on the Application may be postponed until no later than May 1st following the acceptance of the Application if, in the opinion of the Board, winter conditions prohibit making a proper inspection and evaluation of the site.

Section IV - Procedure:

Final Action on Application:

Subject to the provisions of Section IV B 7, the Board shall approve or deny an Application within sixty-five (65) days of its submission and acceptance by the Board.

The Board may apply to the Board of Selectmen for an extension, not to exceed an additional ninety (90) days, to act on the Final Application. The Applicant may also waive this time period and consent to such extensions as may be mutually agreeable.

The Board may grant conditional approval of an Application, which shall become a final approval without further public hearing, upon certification to the Board by its designee or based upon evidence submitted by the Applicant of satisfactory compliance with the conditions imposed. Final approval may occur in this manner only when the conditions are:

- i) minor plan changes whether or not imposed by the Board as a result of a public hearing, compliance with which is administrative and which does not involve discretionary judgment; or
- ii) conditions which are in themselves administrative and which involve no discretionary judgment on the part of the Board; or
- i) conditions with regard to the Applicant's possession of permits and approvals granted by other boards or agencies. All other conditions shall require a hearing after notice in accordance with Sections IV B 3 and IV B 5.

If the Board denies an Application, it shall provide the Applicant with written notice of its decision, which shall describe the reasons for the denial.

If the Board approves an Application, it shall notify the Applicant of the approval and any conditions of such approval, if the Applicant was not present at the meeting at which such approval was granted.

Section IV - Procedure:

Final Action on Application:

Upon approval, the Chairman shall sign and date the Final Plat as approved. Approved plats and any documents affecting covenants, deed restrictions, etc., shall be recorded with the Rockingham County Registry of Deeds by an agent of the board. All conditions of approval as imposed by the Planning Board shall appear on the face of the final plat to be recorded.

The Board's approval of a Final Application shall lapse if all conditions of Final Approval have not been met within ninety (90) days of the date of the Final Approval. Upon request, and where it can be shown to the satisfaction of the Board that a hardship exists, an applicant may be granted a reasonable extension of this time period. The extension may be granted based upon the following conditions:

- a) The Applicant has, prior to such ninety-first day, requested in writing an extension of time in which to complete such conditions, and has,
- b) Requested a Compliance Hearing to demonstrate that he or she is in substantial compliance with all of the conditions, and/or that he/she is prevented from so complying by the (in)action of some third party.
- c) If, at such Compliance Hearing, the Applicant demonstrated that either, (i) he is in substantial compliance with all such conditions, or (ii) that his failure to comply with any other condition is dependent on the action of some third party over which the Applicant has no control, and the Applicant has completed all actions necessary for such third party to act, the Board may extend the date by which Applicant shall have to complete all conditions as it deems appropriate.
- d) If, at such Compliance Hearing, the Applicant cannot demonstrate he/she meets the requirements of "c." above, he/she shall be entitled to one and only one, automatic thirty-day extension. At the end of said extension period, all conditions shall have been met or the conditional approval shall be void, unless Applicant requests a Compliance Hearing and demonstrates compliance under 2.b.

Section IV - Procedure:

A. Expedited Review:

1. At the Board's discretion, any Application for: (a) minor Lot Line Adjustments, boundary agreements, or proposals which do not create buildable lot(s), or (b) a minor Subdivision which creates no more than three (3) lots for building development purposes may be accepted and approved by the Board at one meeting subject to the notice and public hearing requirements described in these Regulations and subject to the Applicant's full compliance with these Regulations.
2. At the time of the filing of such an Application, the Applicant shall specifically state whether the proposal qualifies for expedited review and shall file Application Forms, Checklists and Plans.
3. The Board shall provide notice to all parties as provided in Section IV B 3 of these Regulations of its intent both to consider the submission and the approval of the Application under these Expedited Review Procedures, and to hold a public hearing on the Application.
4. The Board shall hold a hearing, with notice as provided in Section IV B 5 of these Regulations, prior to approval or disapproval of the Application.
5. No public hearing shall be necessary prior to the Board's action to disapprove an Application based upon the failure of the Applicant to supply information required by the Regulations, including Abutters' identification, the failure to meet reasonable deadlines established by the Board, or the failure to pay costs of notice or other fees required by the Board.

A. Expenses and Fees:

All expenses incurred by the Town of Hampstead in processing an Application for Board action shall be borne by the Applicant. The cost of recording the Final Plat with the Registry of Deeds, cost of any required publication, cost of posting notices, cost of mailing notices of hearing, the reasonable anticipated cost of the consultation by the Board with any expert or specialist, and the reasonable anticipated costs to the Town for the services of the Board's designated agent, its attorney and its engineer, all must be paid by the Applicant at the time of filing an Application with the designated agent of the Board. All additional costs incurred during review of the Application shall be paid prior to Final Approval. Failure to pay these costs as specified will be valid grounds for refusal to accept the Application as complete, or for disapproval

of the Application.

Section IV - Procedure:

B. Modification of Approvals

1. Minor design modifications and minor modifications of approved subdivisions may be approved by the Planning Board upon recommendation of the Road Agent/Town Engineer, and Building Inspector at a public meeting without specific notification of abutters provided that all of the following conditions are met:
 - a) The modification is the result of circumstances relating to the property that were not anticipated at the time of approval.
 - b) The modification is minor, insubstantial, and will not in any way adversely affect abutters, future occupants, owners, or the public.
 - c) In all other cases, modifications shall be approved only pursuant to the provisions of Section IV B 5 of these regulations.

When the Board has determined that a requested modification shall require a public hearing in accordance with Section IV B 5, the Applicant shall be responsible for all expenses and fees as set forth in Section IV D of these regulations.

Section V - Non-Residential Development:

Refer to Site Plan Regulations, Town of Hampstead.

Section VI - Plat Details:

A. Final Plat:

The Preliminary Plat shall be prepared to a scale of not less than one inch equals one hundred feet (1" = 100') or at greater detail as directed by the Board to indicate clearly the existing and proposed features of the site. Said plat shall be prepared on twenty-two by thirty-four inch (22" X 34") standard sheets measured from cutting edges. If one sheet is not of sufficient size to contain the entire area for the site and environs, the plat shall be divided into sections to be shown on separate sheets of equal size with reference on each sheet to the adjoining sheets. The Preliminary Plat shall show or be accompanied by the following:

1. Date of survey, name and legal description of Subdivision, locus map superimposed on the Town Tax map (scale of 1"=1,000') showing the relation of the proposed Subdivision to existing streets, and surrounding property within one thousand feet (1000'), name of owner of record and Sub-divider, north arrow and graphic scale.
2. At least two (2) ties to New Hampshire State Grid Coordinate System (NAD 83) shall be established on each section or submission of a subdivision. Bench marks shall be tied to NGVD 29 established datum. Said bench marks to be plainly marked in the field and stationed on the final plat with its elevation.
3. Tract boundary lines, right-of-way lines of streets, street names, easements and other rights-of-way, park areas, or land to be reserved or dedicated to public use. All lot lines with accurate dimensions, bearing or reflection angles and radii, arc, and central angles of all curves.
4. Water courses and flood zone locations with base flood elevations that may exist within five hundred feet (500') of the Subdivision boundaries. Utilities and drainage shall be located and designed to be consistent with the need to minimize flood damage and to provide adequate drainage for the area.
5. Plans shall reflect all land within one thousand feet (1000') of any portion of the Subdivision in which the owner/Sub-divider or any person or entity which has an interest in the owner/Sub-divider has interest. If the plans include only a portion of the entire holdings, any possible future plans, in the form of a sketch, for these remaining holdings, shall be shown. Said plan to include possible road layout, lots, service, etc.

Section VI - Plat Details:

6. The purpose of any easement or land reserved, or dedicated to public use shall be designated, and the proposed use of sites other than residential shall be noted.
7. The tax block parcel number and names and addresses of owners of property abutting the tract to be divided. Proposed lots shall be numbered consecutively as instructed by the Town.
8. Name and address of engineer or surveyor.
9. Certification and seal of engineer or surveyor as to accuracy of the plat details.
10. Where an Applicant proposes a temporary turnaround, sufficient documentation must be submitted to demonstrate that the road terminus is suitably located to facilitate the future extension of the road into adjoining properties.
11. Where an Applicant proposes to extend a street which currently ends in a T-type turnaround, a plan for restoring the "ears" of the turnaround to a "natural" condition and continuing surface drainage through must be submitted. The "ears" may be left where the abutting property owners specifically request such treatment and where surface drainage is appropriately accommodated.
12. Existing and proposed ground elevation contours based on USGS topographic data and tied to a United States government benchmark as follows:
 - slopes 0% to 2% - two foot (2') contour interval plus spot-elevations
 - slopes 2% to 5% - two foot (2') contour intervals
 - ◆ slopes greater than 5% - two foot (2') contour intervals

Section VI - Plat Details:

13. Existing soils delineation based on the "Soils Survey, Rockingham County, New Hampshire" and a legend which explains the map symbols, describes the Water Supply and Pollution Control Division soils groups, and describes the properties of the soils regarding septic leach fields, basement/foundations, building construction, and road construction.

Soil types will typically range as follows:

Group 1 - well-drained to excessively well-drained with rapid permeability

Group 2 - well-drained with moderate permeability

Group 3 - moderately well-drained and well-drained with hardpan

Group 4 - somewhat poorly drained; bedrock relatively close to the surface

Group 5 - poorly drained

Group 6 - floodplain or very poorly drained

Examples of soil types which fall within these categories are:

Group 1

Colton (CoA, CoB, CoC, CtE)

Gloucester (GcB, GcC, GcD, GrB, GrC, GrD, GrE, GsD, GsE)

Hermon (HmB, HmC, HmD, HnB, HnC, HnD, HoD, HoE)

Hickley (HrE, HsA, HsB, HsC)

Merrimac (MmA, MmB, MmC)

Windsor (WdA, WdB, WdC, WdE)

Group 2

Agawam (AfA AfB)

Group 3

Acton (AcB, AdB, AdC)

Belgrade (PcB)

Duane (DuB)

Ninigret (NnA)

Paxton (PaB, PaC, PaD, PnB, PnC, PnD, PnE)

Sudbury (SuA, SuB)

Woodbridge (WoB, WoC, WvB, WvC)

Section VI - Plat Details:

Group 4

Canaan (CaC, CaD)

Shapleigh (SgB, SgC, ShC, ShD, SoD, SoE)

Group 5

Au Gres (AgA, AgB, AuB)

Ridgebury (RbA, RbB, RdA, RdB)

Group 6

Limerick (Lm)

Ondawa (Of,Oh)

Pondunk (Po)

Rumney (Ru)

Scarboro (Sc)

Suncook (Sy)

Muck and Peat (Mp)

14. All areas of wetlands and associated buffer areas as defined in the Town of Hampstead Zoning Ordinance Article II-2 with certification of Wetland Scientist or NH Certified Soil Scientist.
15. A layout indicating how the site will be served by electric, telephone, and any other public utility must be provided. If the utility company(s) require an easement to provide service, no final approval shall be granted by the Board until such easements are secured. If no easements are required, a letter of intent to provide service from the utility company(s) must accompany the application.
 1. Locations of all existing and proposed sanitary sewer systems, water mains, and all storm water management facilities, including but not limited to catch basins, culverts, drainage swales, rip-rap areas, detention/retention areas, and dams and weirs. Drainage/grading plans shall be prepared by and bear the stamp and signature of a New Hampshire Registered Professional Engineer.
17. When individual sewage disposal systems are proposed, the plans for such systems must be approved by the appropriate Local, County, or State agency. When a public sewage disposal system is not available, the Subdivider shall have percolation tests made and submit the results with the plat.

Section VI - Plat Details:

18. A statement that the proposed street centerlines and lot locations have been adequately flagged on the ground at the site to allow on-site evaluation of the proposed Subdivision by the Board and Town Staff.
19. Certification that the Applicant is agent for the owner or is the owner of the land, or that the owner has given consent under an option agreement.
20. Data Listing: The following listed data shall be included on the preliminary plat prior to approval by the Hampstead Planning Board:
 - a. Area of Land subdivided _____ acres.
 - b. Number of building lots _____.
 - c. Length of streets _____ feet.
 - d. Area of open space/conservation strips _____ acres.
 - e. List of abutters with addresses.
1. Other information required by the Planning Board.

In addition to all items listed in Section VI A, the Final Plat shall be accompanied by the following:

1. Locus Map at a scale of one inch equals one thousand feet (1"=1,000') and suitable for use in updating the Town Tax Map showing all proposed lots and streets and all existing lots and streets within one thousand feet (1,000') of the proposed subdivision. A map of the subdivision drawn on mylar at a scale of one inch equals two hundred feet (1"=200') suitable for use in updating the Town Tax Map.
2. When any officer or body of the Municipality, State or County is required to approve a plat, approval shall be certified on the plat in an appropriate space provided therefore.

Section VI - Plat Details:

3. Layout of Streets:

- a) The arrangements of streets within a subdivision shall either:
 - i) provide for the continuation of appropriate projection of existing streets in surrounding areas, or
 - ii) conform to a plan for the neighborhood approved or adopted by the Board to meet a particular situation where topographical or other conditions make continuance or conformance impracticable.

Streets shall be logically related to the topography so as to produce suitable lots and reasonable grades, and shall be in appropriate relation to the proposed uses of the land to be served by such streets. Where practical, lots shall be graded toward the street.

Except where near future connections may be possible, dead end streets shall not serve more than 12 lots, and shall be equipped with a turn around roadway at the closed end with a minimum radius of 47 feet from the center to the outside edge of the right-of-way.

Street jogs with center line off sets of less than 200 feet shall not be permitted.

A tangent of at least 150 feet long shall be introduced between curves.

When connecting street lines deflect from each other at any one point by more than 10 degrees, they shall be connected by a curve with a radius adequate to ensure a sight distance of not less than 200 feet. In special cases, the Board shall determine the allowable radii.

Streets shall be laid out so as to intersect any other street at less than 60 degrees.

Property lines at street intersections shall be rounded with a radius of 30-feet. The Board may permit comparable cutoffs or chords in place of rounded corners in special cases.

Section VI - Plat Details:

3. Layout of Streets:

The widths of blocks shall not be less than 450 feet, nor shall the length exceed 1200-feet.

Reserve strips of land which, in the opinion of the Board, show an intent on the part of the subdivider to control access to land dedicated or to be dedicated to the public shall not be permitted.

Streets which join are in alignment with streets of abutting neighborhood properties shall bear the same name. Names of new streets shall not duplicate, nor bear phonetic resemblance to the names of existing streets within the town. Street names shall be subject to approval by the Board.

At all street intersections in all zoning districts, no obstruction to vision (other than existing building, post column, or tree) exceeding thirty (30) inches in height above street level shall be erected or maintained on any lot within the triangle formed by the street lines of such lot and a line drawn between points along such street lines forty (40) feet distance from their point of intersection.

No street grade shall be less than 0.5% more than 10% unless otherwise approved by the Board. All turnaround grades to be no more than 4%. Grades shall not exceed 2% within 100 feet of any street intersections.

Cross-sections and profiles of streets (cross-sections at fifty (50) feet intervals plotted at one inch equals ten feet (1"=10') horizontal and vertical). Cross sections shall be provided at stream crossings, showing proposed drainage and channel treatments. Profiles shall be shown for all proposed driveways where slopes exceed five percent (5%) unless the drive is shown on the cross sections. Profiles plotted with the same horizontal scale as the plans and a horizontal to vertical scale ratio of five to one (5:1) respectively. All data based on a field survey. These plans shall bear the seal and certification of a Registered New Hampshire Professional Engineer or a New Hampshire Land Surveyor.

Section VI - Plat Details:

3. Layout of Streets

Profiles of sewers, storm drains, culverts, catch basins, headwalls, and all other drainage facilities, as well as sanitary sewers, water, gas and underground electric layouts showing feasible connections to existing or proposed utility systems shall be required to accompany the final plat. These plans shall bear the seal and certification of a Registered New Hampshire Professional Engineer or a New Hampshire Land Surveyor.

Certification of approval of the subdivision by the NH Department of Environmental Services, Division of Water Supply and Pollution Control, or appropriate successor agency, accompanied by a duplicate copy of all data submitted to them and any stipulations related to the approval.

Final State of New Hampshire approvals when appropriate from the Department of Transportation (RSA 236:13), the Wetlands Board (RSA 482-A), and the New Hampshire Department of Environmental Services Division of Water Supply and Pollution Control (RSA 149-E) shall be filed before Final Approval is granted.

Section VI - Plat Details:

Certifications:

The following listed certifications shall be affixed to the final plan together with the appropriate signatures and seals (when available) prior to the approval by the Planning Board.

It is hereby certified that the lands subdivided on this map are owned by title of record and that consent to the approval of said map is given.

(date) (corporate or individual name)

I hereby certify that this map and survey has been made under my supervision. The date of the survey was:

(date) (Land Surveyor)

This map is hereby approved by the Hampstead Planning Board at an official meeting held on _____ and shall be filed on or before _____ with the Rockingham County Registry of Deeds.

(date) (Chairman of the Hampstead Planning Board)

(date) (Secretary of the Hampstead Planning Board)

All required variances and special exceptions granted by the Zoning Board of Adjustment and all waivers granted under Section XI shall be noted on the Final Plat.

Other information required by the Planning Board.

Section VI - Plat Details:

The Final Plat once approved shall be drawn on mylar or equivalent material at a scale of not less than one inch equals one hundred feet (1"=100') or at greater detail as directed by the Board to indicate clearly existing and proposed features of the site. Said plat shall be prepared in compliance with all applicable statutory requirements and shall be prepared on twenty-two by thirty-four inch (22" X 34") standard sheets measured from cutting edges. If one sheet is not of sufficient size to contain the entire area of the site and environs, the plat shall be divided into sections to be shown on separate sheets of equal size with reference on each sheet to the adjoining sheets. All dimensions shall be shown to hundredths of a foot and bearing to at least the nearest thirty (30) seconds. The error of closure shall not be more than one to ten thousand (1:10,000).

Section VII - Required Improvements:

A. Streets:

Subgrades: All topsoil, stumps, brush, roots, boulders, and like materials shall be stripped or removed from the proposed subgrade area. The subgrade shall be shaped and compacted evenly as shown on the profile (see typical). All soft and spongy places shall be excavated to such a depth as shall be necessary to stabilize the foundation of the road and refilled solidly with sub-base material as directed by the Engineer. Compaction is to be obtained by use of approved rollers and equipment, to at least ninety-five percent (95%) of the Standard Proctor Density (ASTM-698). Said density to be checked by an approved Testing Service, and the results of all tests are to be provided to the Town for incorporation into the proper records. All costs incurred for the conduction of such tests shall be the responsibility of the Developer/Contractor.

That before any clearing has started on the right- of-way, the centerline of the new road shall be staked and side-staked at fifty (50) foot intervals. Sidestakes to be set back off the right-of-way at right angles from the centerline so as to be out of the construction area and with stationing and distances to the centerline of the road.

Limits of clearing shall be marked by stakes or flagging. Distance from the centerline to be obtained from the cross-section.

After clearing is done and before excavation is started, elevations shall be taken on the tops of sidestakes. Cuts and fills shall be marked on side stakes.

Embankments: Embankments shall be formed of suitable material placed in successive layers of not more than twelve (12) inches in depth for the full width of the roadway cross-section and shall be compacted uniformly and sufficiently to prevent settlement. Stumps, trees, rubbish, and other unsuitable materials of substance shall not be placed in the fill. The fill shall be allowed to thoroughly settle before applying gravel. Compaction is to be obtained by use of approved rollers and equipment, to at least ninety-five percent (95%) of the Standard Proctor Density (ASTM-698). Said density to be checked by an approved Testing Service, and the results of all tests are to be provided to the Town for incorporation into the proper records. All costs incurred for the conduction of such tests shall be the responsibility of the Developer/Contractor.

Section VII - Required Improvements:

Base Course: The base course shall not be laid until the subgrade has been inspected by the Engineer. The base course shall conform to the typical sections. Base course shall be laid in layers not to exceed six (6) inches. Compaction is to be obtained by use of approved rollers and equipment, to at least ninety-five percent (95%) of the Standard Proctor Density (ASTM-698). Said density to be checked by an approved Testing Service, and the results of all tests are to be approved by the Town for incorporation into the proper records. All costs incurred for the conduction of such tests, shall be the responsibility of the Developer/Contractor.

Hot Bituminous Concrete Pavement: Three inch (3") minimum N.H. Standards for Road and Bridge construction.

Base Course = 2" (after compaction) Type "B"

Wearing Course = 1" (after compaction) Type "E"

8. Shoulders: Shoulders shall be constructed in the same manner as described above as noted on the typical cross-sections or as directed by the Engineer.

Roadway Width: Centerlines of roadways shall coincide with centerlines of street rights-of-way and shall have the dimensions shown on the typicals. Paved surface shall not be less than 24 feet.

Section VII - Required Improvements:

B. Drainage:

Underdrains: Underdrains shall be installed where the character and composition of the soil in the roadbed and other areas of the subdivision render such installation necessary in the opinion of the Engineer. The location of the underdrain shall be four (4) feet spacing beyond the traveled way and at a depth of two feet below subgrade, three feet in guard rail sections. A minimum 2 inch sand cushion in earth excavation and a 6 inch sand cushion in rock excavation shall be placed in the bottom of the trench for its full width and length to the grade of the bottom of the underdrain pipe. These underdrains shall consist of perforated metal pipe or perforated fiber pipe of a minimum six (6) inches in diameter and laid in the bottom of a trench at such depth and width as may be necessary. The trench backfill shall consist of a mixture of stones or rock fragments and particles with 95 to 100 percent passing the 3 inch sieve and 25 to 70 per cent passing the No. 4 sieve.

Storm drains, culverts, catch basins: Storm drains, culverts and related installations, including catch basins and drop inlets, shall be installed within or without the Subdivision as necessary to permit unimpeded flow of all natural water courses, to insure adequate drainage of all low points along streets, and to intercept storm water run-off along streets at intervals reasonable related to the extent and grade of area drained. (Where required, catch basins may be on both sides of the roadway on continuous grade at intervals of approximately three hundred (300) feet.) Drainage improvements shall meet the specification of AASHTO (American Association of State Highway Transportation Officials) in regard to material and strength requirements. Catch basins and drop inlets shall be equal to New Hampshire Standard Type E or acceptable to the Engineer. Storm sewer pipes and culverts shall be reinforced concrete, corrugated aluminum, corrugated steel, or equivalent and shall have a minimum two (2) foot cover over all pipes. Pipes constructed under the traveled way shall have a minimum cover of 4 feet, unless otherwise authorized. Headwalls where required shall be either of concrete or rubble masonry.

Erosion protection ditches: Class C stone shall be provided in ditches where soil or velocity conditions warrant protection from erosion as determined by the Engineer.

Section VII - Required Improvements:

C. Topsoil Protection:

Topsoil moved during the course of construction shall be redistributed to provide at least four (4) inches of cover to all areas of the Subdivision and shall be stabilized by seeding and mulching or planting. No topsoil shall be removed from the Subdivision site.

D. Water and Sewer Facilities

Common systems: Such systems proposed by a Sub-divider shall be of sufficient capacity to serve the Subdivision and shall be designed and constructed for incorporation into the future town or precinct systems. All such facilities shall meet the requirements of and be approved by, the NH Department of Environmental Services, Division of Water Supply and Pollution Control, local and county health and public works agencies, and/or other public body having jurisdiction, and shall be accepted by the Engineer.

Site plans to include:

- i) Five (5) foot contour intervals.
- ii) Well site with two hundred (200) foot protective radius. No subsurface disposal system permitted in this area.
- iii) All lots numbered.
- iv) Distribution system with water line sizes, pipe material, buried depth of piping, all valving and hydrant locations.
- v) Indicate type of establishment; manufactured housing park, apartment buildings, etc.

Complete quality analysis for the well water as conducted by the State Water Testing Laboratory within the past six (6) months.

Continuous forty-eight (48) hour yield test log of the well showing water level and rate of pumping at one hour intervals.

Schematic drawing of pumphouse piping.

Section VII – Required Improvements:

E. Water and Sewer Facilities

Detailed elevation of pumphouse facilities.

Detailed elevations of well design.

Storage facilities to be provided.

Characteristic curve for all pumps-well and booster.

The proposed water systems must meet all the requirements of the N.H. Supply Engineering Section at the date plans are presented to and accepted by the Town of Hampstead Planning Board.

Show that new and replacement water and sewer systems including on site and common systems be located, designed and constructed to minimize infiltration and avoid impairment when locations fall within five hundred (500) feet of a Flood Zone.

Individual Service: Individual wells and subsurface disposal facilities shall in all respects comply with all applicable local, county and/or state requirements including those of the State Water Supply and Pollution Commission. In areas not currently served by common sewer systems, it shall be the responsibility of the Sub-divider to provide adequate information to the installation and operation of an individual sewerage disposal system (septic tank and drain field). The Sub-divider shall be required to provide the necessary equipment and labor for the making of these tests, required by local, county, and/or state authorities having jurisdiction.

Show that new and replacement water and sewer systems including on site and common systems be located, designed and constructed to minimize infiltration and avoid impairment when locations fall within five hundred (500) feet of a Flood Zone.

Section VII - Required Improvements:

- A. Winter Conditions: All ditches, slopes, drainage ways, and other disturbed areas shall be loamed and seeded within two weeks of final grading. Seeding done after October 1st shall consist of fast germinating grasses and shall be considered temporary. Areas shall be regraded and reseeded as necessary into the following growing season. Final approval of grading and seeding shall not be granted before the following June 15th.

Erosion and sedimentation control measures and facilities shall be in place and maintained through winter until final grading and seeding is completed and approved. In addition the Developer/Contractor shall file an inspection and maintenance plan. The plan shall set forth the names, addresses, and telephone numbers (including night and weekend telephone numbers) of all responsible parties. The plan shall provide for monthly reports of periodic inspections and inspections immediately following substantial rainfalls and snow melt conditions, as well as maintenance and corrective measures required. The reports shall be filed over the signature of the engineer/surveyor who designed the improvement or other similarly qualified individual.

- B. Time Limit to Complete: At the time of the Board's approval of a Final Plat, the Board may specify a time limit, not to exceed three (3) years, within which all required improvements caused in the course of the work performed in the development of the Subdivision shall be completed. In the event no time limit is specified by the Board, all such improvements and repairs shall be completed within (3) years of the date of such Final Approval. This time limit may be extended by mutual agreement of the Sub-divider and the Planning Board.

Section VIII - Design Standards:

The Subdivision plat shall conform to the design standards set forth herein to encourage good development patterns within the Town. Whether either or both an official map or comprehensive plan has or have been adopted, the Subdivision shall conform thereto with respect to streets, public open spaces and drainage ways.

Streets:

1. General Design: All streets in the Subdivision shall be designed to provide safe vehicular travel at a design speed of 30 MPH. Due consideration shall be also given to the attractiveness of the street layout in order to obtain an optimum livability and amenity of the Subdivision. Provisions shall be made for the future extension of streets to adjoining unsubdivided property. Subdivisions that adjoin or include existing streets that do not conform to the width shown on the comprehensive plan or official maps or the street width requirements of these Regulations shall dedicate the differential width along either or both sides of said existing streets in accordance with Section III.B.4. If the Subdivision is along one side only, one-half (1/2) of the differential width shall be dedicated. Setbacks shall be measured from the new or future right-of-way line.

2. Naming: No street shall have a name which duplicates or which is substantially similar to the name of an existing street. The continuation of an existing street, however, shall have the same name. Proposed street names shall be submitted to the Board of Selectmen for review and approval. Submittals shall be on the form and in the manner prescribed by the Selectmen.

3. Cross-Section: Street right-of-way width shall be as follows:

	<u>Minimum (ft)</u>
Arterial (Class A)	50
Collector (Class B)	50
Local (Class C)	50

Right-of-way widths and other applicable cross- sectional spacing standards are shown in Appendix B.

Section VIII - Design Standards:

Streets:

Deadend Streets: Deadend streets shall be provided with an approved type turnaround.

- a) Design for the Turnaround: All streets that shall permanently terminate, as shown on plans, shall have a turnaround constructed to the following minimum specifications: The right-of-way shall be flared so as to form a circular, or partially circular section or roadway for the ease of maintenance and travel. The radius of the centerline of the pavement around the turnaround shall be a minimum of forty-seven (47) feet. Shapes such as a "tear drop", "P" or the "lolly-pop" shape are acceptable. Pavement widths shall be the same as for the road servicing the development as will all other improvements within the turnaround area. The Deed to the Town for the roadway shall include ALL lands within the outermost dimensions of the turnaround area. All drainage, signs, and other improvements within the area of the turnaround shall be as per guidelines contained within these Regulations for "Required Improvements". (SEE TYPICALS IN REAR OF THESE REGULATIONS).

Where a Subdivider proposes to extend a street which currently ends in a permanent turnaround, it is the Subdivider's responsibility to restore the turnaround to through street standards. This may include, at the discretion of the Board, removing the paved surface, restoring to a natural state the previously paved area, providing proper access to abutting lots, necessary title and deed work required by the proposal, and other work required to create a through street to Town of Hampstead standards.

- i) General: (1) Delineator posts or reflectors of a design approved by the Town Engineer, shall be furnished, located and installed as a part of the required improvements for all roadways and turnarounds; (2) the roadways constructed within the turnaround areas, shall conform exactly with the design criteria contained in these Regulations.
8. Street Lights: Street lights of a type or style acceptable to the Board, the Road Agent and the Police Chief shall be provided at all

intersections, and at such other locations as the Board may reasonably require.

VIII-3

Section VIII – Design Standards:

Streets:

2. Street Signs: Street signs of a type of style acceptable to the Board, the Road Agent and the Police Chief shall be provided at all intersections.
3. Mail Boxes: No portion of any mail box or mail delivery receptacle shall be installed closer than twelve (12) inches to the edge of pavement or curbing of any street.
4. Driveways: Driveways shall be designed and constructed with grades which do not exceed 10% and to include a turnaround. Driveways in excess of 500 feet in length shall be designed and constructed so as to provide access for a SU (single unit) vehicle.

B. Blocks:

Blocks generally shall not be less than four hundred and fifty (450) feet, or shall the length exceed one thousand two hundred (1200) feet. In blocks over one thousand (1000) feet long, pedestrian crosswalks may be required in locations deemed necessary by the Planning Board.

C. Lots:

1. Lot dimensions and area shall not be less than the requirements of the Zoning Ordinance, or as required by soil or topography conditions.
2. Insofar as is practical, side lot lines should be at right angles to straight streets, and radial to curved streets.
3. Where extra width has been dedicated for widening of existing streets, lots shall begin at such extra width line, and all setbacks shall be measured from such line.
4. Where there is a question as to the suitability of a lot or lots for its or their intended use due to shape or the presence of such factors as rock formations, steep slopes, unusual surface configurations, tendency to periodic flooding, poor drainage, unsuitable soil or soils, and inadequate capacity for sanitary sewer disposal, the Planning Board may withhold approval of such lot or lots.

Section VIII – Design Standards:

Lots

- 5. Lots shall be graded in such a manner so as to prevent the collection of water at low points thereon.

- 6. Minimum Lot Size

Purpose: The Planning Board of the Town of Hampstead, NH hereby adopts this regulation in accordance with the provisions of RSA 674:35-36 in order to protect the Town against the danger to health, safety and prosperity occasioned by the lack of municipal water and sewer and to prevent the excessive expenditures of public funds for such services.

Reference: A Soil Map and manual entitled "Soils and Their Interpretation for Various Land Uses" for the Town of Hampstead, NH prepared by the United States Department of Agriculture, Soil Conservation Service and southern Rockingham Planning District Commission in cooperation with the Rockingham County Conservation District completed in 1976 will be the main reference used by the Hampstead Planning Board. This manual contains the soil survey sheets as prepared by the National Cooperative Soil Survey to insure uniformity in definitions of soil classifications. (see Table 1).

Appeals: In the event that an area is incorrectly designated on the soil survey field sheets, any person aggrieved by such designation may present evidence of such incorrect designation to the Planning Board. Adequate evidence shall mean an on site soils investigation and analysis conducted by a qualified soil scientist.

- 7. Use of Land
 - a) Land of such character that it cannot be safely used for building purposes because of exceptional danger to health or peril from fire, flood, or other menace shall not be plated for residential occupancy, nor for such other uses as may increase danger to health, life or property or aggravate the flood hazard, or diminish any environmental quality until appropriate measures have been taken by the owner or his agent to lessen the hazards. Said land may be offered to the town for open space.

Section VIII – Design Standards:

7. Use of Land

- b) Areas set aside for parks and play grounds to be dedicated or to be reserved for the common use of all property owners by covenant in the deed, shall be reasonable in size and character for neighborhood play grounds or their recreational uses. For subdivisions involving more than ten (10) acres, whether completed at one time or in stages, at least 5% of the area shall be reserved for recreational and/or open space purposes

A. Easements:

1. Easements for utilities across lots or centered on rear or side lot lines shall be provided where necessary and shall be at least twenty (20) feet wide.
2. Where a Subdivision is traversed by a water course, drainage way, channel or stream, the Board may require that there be provided a storm water easement or drainage right-of-way of adequate width to conform substantially to the lines of such water courses, drainage way, channel or stream, and provide for construction and permanent maintenance of associated stormwater control facilities such as rip-rap, flow dissipaters, headwalls and catchbasins. Required flowage easements, within the subdivision, shall be extended until a drop of 4 feet in elevation from the drainage structure's outlet is obtained.

Section IX -Inspections and Performance Guarantee:**A. Performance and Inspection of Work:**

All work necessary for the construction of required improvements and the repair of damage to existing public improvements shall conform to the requirements of these Regulations. Such work shall be performed in a good and workmanlike manner, and shall be free from faults and defects. All materials incorporated in such construction shall conform to the requirements of the current State of New Hampshire's Standard Specifications for Road and Bridge Construction. Any work or materials not conforming to the foregoing standards may be considered defective and rejected by the Engineer. All work and materials rejected by the Engineer as defective shall be removed and corrected by the Subdivider. All work shall be completed within the time limits, if any, specified by the Planning Board, but in the absence of such specified limits and in all events no later than three (3) years from the date of the approval of the Final Plat, unless the time limit is extended by mutual agreement of the Planning Board and the Subdivider.

The Engineer will be the Town's representative during the construction or required improvements. The Engineer shall at all times have access to the site when the work is in preparation and progress. The Engineer will make periodic visits to the site to be familiar generally with the progress and quality of the work and to determine in general if the work is proceeding in accordance with the requirements of these Regulations. The Subdivider shall provide the Engineer in advance with a schedule of work to be performed outside of the Engineer's normal office hours and give the Engineer timely notice (48 hours) of the completion of each major stage in the construction of any required improvement so that the Engineer may inspect the work so completed prior to the covering thereof, and the Engineer shall make all such inspections with reasonable promptness so as to cause no delay in the work. In particular, the Subdivider shall in the case for streets, give timely notice to the Engineer of the completion of subgrades, drainage base course, and base and final surfacing. The Subdivider shall provide to the Engineer, the name and telephone number of the individual(s) responsible for the construction, so that he/she may be contacted for any emergency, night, or weekend maintenance problems.

Section IX -Inspections and Performance Guarantee:

Performance and Inspection of Work:

The Sub-divider shall give the Engineer notice when any required improvements are completed and ready for final inspection. The Engineer will promptly make such inspection and, when he finds that the particular improvement has been fully completed in accordance with the requirements of these Regulations, he shall approve the same in writing. Such approval, in the case of a street, shall not constitute the legal acceptance of the street by the Town nor shall it modify in any way the requirements of law for the acceptance of streets by the Town.

The Subdivider shall promptly remedy any defects in any required improvement due to faulty workmanship or materials which appear within a period of one (1) year after approval thereof by the Engineer.

Notwithstanding the on-site observations and inspections and any approvals of required improvements issued by the Engineer, the Subdivider shall be and remain fully responsible for the performance of the construction work in accordance with the requirements of these Regulations and the Engineer shall have no responsibility for the failure of the Subdivider to carry out the work as required herein.

The Subdivider shall upon demand, promptly reimburse the Town for the expense of all inspection work performed by the Engineer pursuant to the provisions of subparagraphs 2 and 3 of this Paragraph A, Section IX. In the case of a Major Subdivision, the Subdivider shall file with the Town a cash deposit of such amount as the Engineer may reasonably require as security for such reimbursement, and if the Subdivider fails to make reimbursement as and when required hereunder the Town may appropriate such cash deposit as necessary to affect reimbursement.

B. Performance Guarantee:

Estimate of Cost: Prior to the submission of the Final Plat to the Board, the Subdivider or owner shall obtain from the Engineer an estimate of the cost of construction of all improvements which will be required by the Board as a condition of final approval up to the standards set forth in these Regulations, together with an estimate of any damage to any existing public improvements caused in the course of the work performed in the development of the Subdivision.

Section IX -Inspections and Performance Guarantee:

Performance Guarantee:

Posting of Performance Guarantee: As a condition of the approval of a Final Plat by the Board, the Subdivider shall provide the Town with a Performance Guarantee to assure the Town of the completion of improvements required under these Regulations and repair of potential damage to existing public improvements. In accordance with RSA 674:36 III, the Performance Guarantee shall be posted and in full effect prior to the signing of the plat by the Chair of the Planning Board.

Amount: The Performance Guarantee shall be in an amount equal to one hundred and ten percent (110%) of the estimated cost of required improvements and potential damages to public improvements, and shall be upon conditions and in such form as the Board and the Board of Selectmen may require. The Performance Guarantee shall be in the form of a bond issued by a surety company registered and licensed to do business in the State of New Hampshire, a Letter of Credit or other collateral or surety arrangement, all in form and substance satisfactory to the Planning Board, or a cash escrow, or a savings bank deposit book properly endorsed to the Town and deposited with it.

Term: The Performance Guarantee shall remain in full force and effect until the expiration of thirteen (13) months after the date of the approval by the Engineer of the completion of all required improvements and repair of all damages to public improvements in accordance with the provisions of these Regulations, or the date that all latent defects have been corrected by the Subdivider and approved by the Engineer, whichever is later, and shall be conditioned in part upon the faithful correction by the Subdivider of any latent defects which appear within the period of one (1) year after the approval by the Engineer of any required improvements as set forth in these Regulations. In the case of a Letter of Credit, cash deposit or an assignment of a savings bank deposit book, the amount on deposit may be reduced by the Planning Board by resolution when portions of the required improvements have been installed, provided a sufficient amount not to exceed twenty-five percent (25%) of the total is retained to cover the correction of any latent defects which may appear within one (1) year following the approval by the Engineer of any required improvements as set forth in these Regulations. A joint inspection for latent defects shall be made by the Engineer and owner or Subdivider not earlier than the tenth nor later than the eleventh month following approval by the Engineer.

Section IX -Inspections and Performance Guarantee:

Performance Guarantee:

Commencement of Work: After approval of the Final Plat but prior to the commencement of any such work, the Subdivider or owner shall:

Notify the Engineer in writing of the date on which work or required improvements are to be commenced and the date by which work is to be completed in accordance any conditions imposed by the Board, any conditions imposed by the Board of Selectmen, and the provisions of these Regulations.

Receive the written authorization of the Engineer to commence the work.

Default: If the required improvements and repairs to public improvements have not been installed and completed in accordance with the requirements of these Regulations or if any latent defects in such improvements or repairs appearing within a period of one (1) year after approval thereof by the Engineer have not been corrected as required herein above, then and in that event any cash deposit or savings bank deposit may be used to complete the improvements or correct the latent defects, and in the event the Performance Guarantee is in the form of a performance bond, Letter of Credit, cash escrow or other suretyship, the Town shall be entitled to exercise its rights under the appropriate documents to require the surety or issuer of the Letter of Credit to provide the Town with sufficient funds to complete such work.

C. Maintenance of Improvements and Facilities

The recipient of subdivision approval or his successor shall be responsible for maintaining all improvements or facilities required by this regulation or approval conditions issued in accordance with its provisions. As illustrations, and without limiting the generality of the foregoing, this means that streets, parking areas, and water, sewer, stormwater, and recreation facilities must be properly maintained so that they can be used in the manner intended. All vegetation required for screening, landscaping, or erosion and sediment control must be replaced if it dies or is destroyed.

As provided in Section IX(C)(1) of these regulations, all facilities and improvements with respect to which the owner makes an offer of dedication to public use shall be maintained by the owner until such offer of dedication is accepted by the appropriate public authority.

Section X - Compliance with Regulations - Penalties:

No subdivision of land shall be made, and no land in any Subdivision shall be transferred, sold or offered for sale until a Final Plat, prepared in accordance with the requirements of these Regulations, has been approved by the Planning Board. As provided in RSA 676:16 (formerly RSA 36:27), any owner, or agent of the owner, of any land located within a Subdivision, who transfers or sells any land before a plan of the said Subdivision has been approved by the Planning Board and recorded or filed in the office of the Rockingham County Registry of Deeds, shall forfeit and pay a penalty of Five Hundred Dollars (\$500.00) for each lot or parcel so transferred or sold, and Ten Dollars (\$10.00) for each day each violation of these Regulations continues; and the description of metes and bounds in the instrument of transfer or other documents used in the process of selling or transferring shall not exempt the transaction from such penalties. The Town of Hampstead may enjoin a transfer or sale which violates the provisions of this Section and may recover the penalty imposed by a civil action. In any such action, the prevailing party may recover reasonable court costs and attorney's fees as the same may be ordered by the court.

Section XI - Waivers:

The proposed Subdivision shall conform to the Zoning Ordinance of the Town of Hampstead. Where strict conformity to these Subdivision Regulations would cause undue hardship or injustice to the owner of the land, a Subdivision plan substantially in conformity with these Regulations may be approved by the Board, provided that the spirit of these Regulations and public convenience and welfare will not be adversely affected.

Section XII - Amendments:

These Regulations may be amended or rescinded by the Planning Board but only following public hearing on the proposed changes. The Chairman or Secretary of the Planning Board shall transmit a record of any changes so authorized to the Rockingham County Registry of Deeds.

Section XIII - Appeals:

Pursuant to RSA 677:15, any persons aggrieved by any decision of the Planning Board concerning a Plat or Subdivision or building permit may present to the superior court a petition, duly verified, setting forth that such decision is illegal or unreasonable in whole or in part, specifying the grounds upon which the same is claimed to be illegal or unreasonable. Such petition shall be presented to the court within thirty (30) days after the filing of the decision in the office of the Planning Board.

Section XIV - Appendices

APPENDIX B

Typical Sections for Roads

GENERAL NOTES

Local (Class C) Street - Through "fill" area

Local (Class C) Street - Through "cut" area

Typical Temporary Turnaround

Typical Permanent Turnaround - "tear drop" design

Typical Permanent Turnaround - "lolly pop" design

Typical Permanent Turnaround - reversed "P" design

APPENDIX B

Typical Sections for Roads

A. Surface Treatment

Hot bituminous concrete pavement - 3" minimum

NH Standards for Road and Bridge Construction

1) Base Course - 2" (after compaction) Type "B"

2) Wearing Course - 1" (after compaction) Type "E"

B. In Fill Areas

Original ground to be "stripped and grubbed" and properly shaped

All non-acceptable materials i.e. stumps, branches, leaves, roots, muck, clay, etc., shall be removed prior to placing fill or structural section (gravel) layers

In "Cut" Areas

Subgrade to be shaped and graded prior to the placing of gravel

- C. 1) Superelevate roadways on curves, as directed. Maximum superelevation rate shall be 6%.
- 2) Ditches or gutters shall be paved where required
- 3) All drainage pipes to have minimum 2' cover. Pipes constructed under the traveled way shall have a minimum cover of 4 feet, unless otherwise authorized.
- 4) All drainage to be constructed as shown on plans or as directed by the Engineer

- D. Where required by the Town Engineer or Road Agent, the ditches shall be lined in the following manners:

- 1) "Hot top" at a depth of 2" after compaction (minimum)
- 2) Stones - NH Standard Class "C" placed so that the pattern is "stone to stone" in a neat and controlled manner

APPENDIX C

Driveway Regulations

A. Authority

Prior to construction or improvement of any driveway egressing onto any town road, a Town of Hampstead Driveway Permit Application, (available from the Planning Board or Town Offices) shall be submitted to the Code Enforcement Officer (CEO) for approval. The CEO, designated agent for the Planning Board, upon receipt of the application, will act to approve or disapprove the request within 30 days of the receipt of the application.

If the CEO's initial inspection indicates a necessity for further investigation, the Town Engineer will be contacted to act as a consultant on behalf of the Town. Engineering costs associated with the review shall be borne by the applicant. In addition, the applicant shall be responsible for providing whatever further engineering data or drawings may be required by the CEO so that he may reach a decision.

Drawing and plans are subject to the CEO and the Town Road Agent for approval. Both signatures must appear on the driveway application form for the permit to be valid.

Note: These regulations do not apply to driveways egressing onto state highways. State highway approval is needed for these driveways.

B. Driveway Design Criteria

- 1) The driveway shall be located so as to most adequately protect the safety of the traveling public.
- 2) Grading of the driveway shall be planned in such a way as to adequately protect and promote road drainage and permit a safe and controlled approach to the driveway in all seasons.
 - a) Grade of the driveway shall conform in general to surrounding terrain and shall, so far as practical, not exceed five (5) percent. Grades in excess of five (5) percent will necessitate review by the Town Road Agent and Town Engineer to determine impact on the Town roads and services.

APPENDIX C

Driveway Regulations

B. Driveway Design Criteria

Storm drainage and sediment control shall be planned in such a way as to adequately protect Town roads and permit safe passage. This requirement may be extended to private roads if in the CEO's opinion, the well being and safety of the public would be better served.

- a) Increased storm water run-off from the proposed driveway to any road shall be retrained or diverted in a manner acceptable to the Town Road Agent and or Town Engineer.
 - 1) Culverts, ditches, drop inlets, and related installations or diversions shall be installed as required.
 - 2) Storm drainage control systems shall be designated to ensure adequate drainage of storm water away from and off of roads.
 - 3) Surface water, including all natural and created water courses, shall be conducted safely past the driveway by a system designated to permit unimpeded flow.
 - a) Measures shall be designed and undertaken to control sediment and retain it within the lot.
 - b) Sod, pavings, or stone shall be provided in ditches where velocity conditions warrant protection from erosion. Generally, this shall be required where velocities are created greater than one (1) foot per second.
 - c) Each building lot shall be serviced by its own driveway. Common driveways will be allowed only with approval of the Planning Board.

APPENDIX C

Driveway Regulations

C. Permit Requirements

Each driveway permit application shall contain, but not be limited to the following items:

1. Description of the location of the driveway, entrance, exit or approach, and its measurements from boundary lines. This description shall include a plan and profile view of the proposed driveway. The location shall be selected to most adequately protect the safety of the traveling public.
2. Description and details of any drainage structures, curbing, or construction features to be installed.
3. Establishment of grades that adequately protect and promote road drainage and permit a safe and controlled approach to the road in all seasons of the year.
4. Any other terms and specifications necessary for the safety the traveling public.
5. The fee for this permit is \$15.00.
(Adopted May 6, 1991)

Failure to obtain a permit is a violation and shall result in a fine of \$100.00

6. The Town Highway Agent or his engineering representative may employ the use of the Town owned equipment and Town employees or equipment and employees of any third party to correct any unacceptable work upon the failure of the applicant, owner or contractor to comply with the terms of this application and any permit issued thereunder and upon the failure of the owner or contractor to make such correction within a reasonable time (not more and 14 days after such request), it being understood that certain work related to safety may require immediate attention. Said corrections shall be at the expense of the owner.
(Adopted May 6, 1991)

Failure to obtain a permit is a violation and shall result in a fine of \$100.00.

APPENDIX C

Driveway Regulations

D. Acceptable Criteria

The CEO shall utilize the “Policy and Procedure for Driveways and Other Addressed to State Highway System” as published by the State of New Hampshire Department of Transportation, as a guideline in approval criteria. All Driveway Permits shall be allowed if:

1. The driveway, entrance, exit or approach to be constructed is no more than fifty (50) feet in width, except that a driveway, entrance, exit or approach may be flared beyond a width of 50 feet at its junction with the road to accommodate the turning radius of vehicles expected to use the particular driveway, entrance, exit or approach.
2. No more than two driveways, entrances, exits or approaches are to be provided from any one parcel of land unless the frontage along that road exceeds five hundred (500) feet.
3. Unless all seasons safe sight distance of four hundred (400) feet in both directions along the highway be obtained, the permit shall not be issued. There shall not be permitted more than one access to a single parcel of land, and this shall be at the location determined to be safest. For the purposes of this section, all season safe sight distance is defined as the line which encounters no visual obstruction between two points, each at the height of three feet nine inches above the pavement and so located as to represent the critical line of sight between the operator of the vehicle using the access and the operator of a vehicle approaching from either direction.

E. Violations

Whoever violates any provision of these regulations shall be liable for the cost of restoration of the road to a condition satisfactory to the Planning Board or its designated agent.

APPENDIX C

Driveway Regulations

DRIVEWAY PERMIT APPLICATION

Date: _____

Permit Number: _____

Fee \$15.00 Paid: _____

I/we hereby request permission to construct a driveway, entrance, exit or approach to the following property:

Street _____ Tax Map _____ Parcel _____ Lot _____

As the land owner/applicant, I agree to the following:

1. To construct the driveway at the permitted location described in the permit.
2. To furnish, install,, and maintain drainage structures that are necessary or required to maintain existing road drainage and adequately handle increased storm water run-off resulting from the development at my expense.
3. To hold harmless the Town of Hampstead, NH and or its agents against any action whatsoever for personal injury and/or property damage sustained by reason of the exercise of this permit.

I/we am/are enclosing the necessary drawings and sketches and the fee to comply with the Town of Hampstead, NH Drive Regulations.

Signature of Applicant

Permission to construct is hereby granted. Failure to adhere to permit specifications shall render permit null and void.

Town Road Agent Date Code Enforcement Officer Date

(Both signatures required for a valid permit.)

APPENDIX D

Fee Schedule

Appendix C Fee Schedule

Fees

1) The Fee Schedule is set as follows:

Subdivision Plan	\$100.00
Site Plan:	\$100.00
Recording Only:	\$ 50.00
Lot Line Change:	\$ 30.00 each lot
Consolidation of Lots	\$ 25.00

Subdivision (per sheet):

First Two Lots:	\$30.00 per lot
Lots #3 to #10:	\$25.00 per lot
Lots #11 to #20:	\$20.00 per lot
Over 20 Lots:	\$15.00 per lot

Abutter Notification per RSA 676:4

Certified Letter \$5.00 per abutter, applicant, any person whose name appears on the plan.

Legal Advertisement \$100.00

2) The fee for the inspection of roads will be assessed to the developer. Minimum inspections will be made after stumping, after the road grade is cut, after gravel and drainage are put in, and after the hot top is in place to insure that the road meets all the standards of the Town of Hampstead. This is a usual fee for subdivision and is due prior to final approval.

Table of Dimensions

Roads

Maximum Dead End		12 Lots
Right of Way		50 ft
Paved Width		24 ft
Shoulders		2 ft
Mimimum Radius		200 ft
Intersection Angle		< 60 degrees
Property line intersection radius		30 ft
Blocks Minimum		450 ft
Blocks Maximum		1200 ft
Street Grades		< 5% >10%
Cul de sac grades		4%
Intersection grades		4%
Profiles req'd		Roads Sewers Storm Drains Water Gas Underground Electric Driveways over 5%
Profile for Roads	Horizontal to vertical	5 to 1
Cross Sections for Roads	Horizontal to vertical	5 to 1

Pavement

Wearing Course	1"
Base Course	2"
Crushed Gravel Base	6"
Gravel Base	12 "
Crown	2%

Drainage

Overland Flow	10 yr Storm
Culverts	25 yr Storm
Minimum Culvert Size	15 Inch
Culvert Cover	4' Minimum

