

# HAMPSTEAD PLANNING BOARD

11 Main Street, Hampstead New Hampshire 03841-2033

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## Change of Use, Occupancy, Ownership, Number of Owners

The purpose of this worksheet is to provide information to the Planning Board to aid in the assessment of whether a site plan is required for the change in use, ownership, occupancy, or number of owners of an existing commercial or industrial site. The worksheet is to be completed by the Applicant. The business information is provided to the Fire and Police and other town agencies. A review meeting with the Technical Review Committee may be required prior to meeting with the Planning Board. All meeting costs are to be borne by the applicant.

Map \_\_\_\_\_ Parcel \_\_\_\_\_ Zone \_\_\_\_\_

Owner Name \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_

**Application Fee \$25.00**

\_\_\_\_\_ Paid Check Number \_\_\_\_\_ Date \_\_\_\_\_

## BUSINESS SITE INFORMATION

Name & Address of proposed use: \_\_\_\_\_  
\_\_\_\_\_

Description of proposed use \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Hours of Operation \_\_\_\_\_  
\_\_\_\_\_

Number of Employees \_\_\_\_\_

Signature of Applicant \_\_\_\_\_  
Address & Contact Information \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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## Requested Information

- Does a Site Plan exist for this Site: \_\_\_\_\_ Provide a copy \_\_\_\_\_
- Date and Recording Number of Plan: \_\_\_\_\_
- Is the site in conformance with the approved plan? I Yes If NO then explain: \_\_\_\_\_  
\_\_\_\_\_
- What is the current use of the site? \_\_\_\_\_  
\_\_\_\_\_
- Is the proposed use the same as the current use? \_\_\_\_\_
- Are any changes to the structure or site anticipated? \_\_\_\_\_  
\_\_\_\_\_
- Attached a copy of the approved septic design \_\_\_\_\_
- Can increased sewage loading be expected based on the proposed use? \_\_\_\_\_  
\_\_\_\_\_
- Can increased Traffic be expected based on the proposed use? \_\_\_\_\_  
\_\_\_\_\_
- Will the proposed use have any impact on Town Police or the Fire Department? \_\_\_\_\_  
\_\_\_\_\_
- Will the number of owners increase for the site? \_\_\_\_\_
- Names and Addresses \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- Will there be a sign? Yes No \_\_\_\_\_
- A sign permit is required from the Building Department. \_\_\_\_\_

These may not be the only issues addressed.

## BOARD DECISION

Board Decision: A Site Plan is required YES NO Date \_\_\_\_\_

Conditions: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Chairman Robert Weimar

Secretary Debbie Soucy