

LAND SUBDIVISION REGULATIONS

TOWN *of* HAMPSTEAD
NEW HAMPSHIRE

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Section I: Authority and Title

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 35 and 36, and Chapter 675, Section 6, New Hampshire Revised Statutes Annotated, 2016, 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".

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Section II: Definitions

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 or agriculture preservation restrictions on abutting properties shall be notified as abutters.

For purposes of receiving testimony only, and not for purposes of notification, the term "abutter" shall include any person who is able to demonstrate that his land will be directly affected by the proposal under consideration.

For the purposes of receipt of notification by the Board in the case of an abutting property under a manufactured housing park form of ownership, as defined in RSA 205-A:l. II, the term "abutter" means the manufactured park owner and the tenants who own manufactured housing which adjoins or is directly across the street or stream from the land under consideration by the Board. For purposes of receipt of notification by the Board in the case of an abutting property under a condominium or other collective form of ownership, the term "abutter" means the officers of the collective or association, as defined in RSA 356-B:3, XXIII.

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

APPLICATION All forms required by the Hampstead Planning Board that initiate action by the Board.

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

BOARD AGENT The Board shall designate an agent to receive all Applications. This is to be the office personnel of the Planning Board.

BUILDABLE LAND All land except that which is defined or described as Unsuitable for Subdivision or Building Purposes in 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.

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COMMUNITY SERVICES IMPACT ASSESSMENT (CSIA) An assessment of the demands that the proposed 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.

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.

DRAINAGE RIGHT-OF-WAY Land required for the installation of stormwater 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-OF-RECORD A Professional Engineer currently licensed in the State of New Hampshire responsible for the technical design of the development.

ENGINEER (TOWN) See Town Engineer.

ENVIRONMENTAL ASSESSMENT (EA) 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 development that identifies measures of addressing the impacts on the species and communities.

FINAL PLAT The final map, drawing or chart on which the Developer's plat presented to the Board for approval, which, if approved, shall be filed with the Registrar of Deeds of Rockingham County.

FISCAL IMPACT ANALYSIS (FIA) An analysis containing a summary of the services applicable to the proposed development and of the capital facilities used to deliver the services that identifies the projected tax and fee income to the Town, along with the projected operating, maintenance and capital costs of the Town with the Application.

FLOOD ZONE Any area designated as a Flood Zone Area on the Town of Hampstead Flood Insurance Rate Map, effective May 17, 2005 or as amended.

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HIGH INTENSITY SOIL SURVEY (HISS) 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 An adjustment of the location of the boundary between two or more Lots which results in no new lots. A minor lot line adjustment is an adjustment which results in no new lots, which involves no construction of new streets or other public improvements, which would not create a non-conforming lot, and which is not a Re-subdivision.

NHDES New Hampshire Department of Environmental Services

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 Re-subdivision of the land.

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 an Applicant complete certain improvements before the Board or other Town body approves a Plat.

PLAT OR PLAN A map or plan of a Subdivision or a Non-Residential Site.

PRELIMINARY/CONCEPTUAL DESIGN REVIEW An Applicant's request for non-binding discussions with the Board filed pursuant to Section III 1 of these Regulations.

RE-SUBDIVISION 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.

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Section II: Definitions

SCHOOL IMPACT ANALYSIS (SIA) An analysis of the impact of the proposed development on the existing school system.

SITE LIGHTING The deliberate use of illumination to achieve a practical or aesthetic effect.

- 1 AVERAGE ILLUMINATION** Dividing the entire illuminated area into uniformly separated points (every 5 or 10 ft.) and taking a reading at each point. The sum of all the illumination levels divided by the total number of points yields the average illumination level.
- 2 COLOR RENDERING INDEX (CRI)** The Color Rendering Index (CRI) measures the effect a light source has on the perceived color of objects and surfaces. High CRI lights make virtually all colors look natural and vibrant. Low CRI causes some colors to appear washed out or even to take on a completely different hue. The scale ranges from 1 (low-pressure sodium) to 100 (the sun). A CRI of 85 is considered very good.
- 3 CUTOFF ANGLE** The angle formed by a line drawn from the direction of the direct light rays at the light source with respect to the vertical, beyond which no direct light is emitted.
- 4 DIRECT LIGHT** Light emitted from the lamp, off the reflector or reflector diffuser, or through the refractor or diffuser lens, of a luminaire.
- 5 FIXTURE** The assembly that houses a lamp or lamps, and which may include a housing, a mounting bracket or pole socket, a lamp holder, a ballast, a reflector or mirror, and/or a refractor, lens or diffuser lens.
- 6 FLOOD OR SPOT LIGHT** Any light fixture or lamp that incorporates a reflector or a refractor to concentrate the light output into a directed beam in a particular direction.
- 7 FOOT-CANDLE (fc)** A unit of illuminance on a surface one foot square in area onto which there is a uniform flux of one lumen.
- 8 FOOT-LAMBERT (fl)** A unit of luminance of a surface reflecting or emitting light at a rate of one lumen per square foot. The average luminance of any reflecting surface in foot-lamberts is the product of the illuminance in foot-candles striking the surface times the reflectance of the surface.

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Section II: Definitions

- 9 FULLY-SHIELDED / FULL CUT-OFF LIGHTS (FCO)** A luminaire constructed or shielded in such a manner that all light emitted by the luminaire, either directly from the lamp or indirectly from the luminaire, is projected below the horizontal plane through the luminaire's lowest light emitting part as determined by photometric test or certified by the manufacturer.
- 10 GLARE** Light emitted from a luminaire with an intensity great enough to produce annoyance, discomfort or a reduction in a viewer's ability to see.
- 11 (GRANDFATHERED) NON-CONFORMING PRE-EXISTING LUMINAIRE** Luminaires not conforming to these Regulations that were in place at the time this regulation was adopted. When a regulation "grandfathers" a luminaire, it means pre-existing outdoor lighting is exempt from this regulation until such time as the fixture and/or luminaire requires replacement as part of ongoing operation and maintenance, unless it is considered a nuisance or creates a hazard by means of light trespass by the Board or its agent. At such time the light will need to be replaced and meet the current requirements set in these Regulations.
- 12 HEIGHT OF LUMINAIRE** The height of a luminaire shall be the vertical distance from the ground directly below the centerline of the luminaire to the lowest direct-light-emitting part of the luminaire.
- 13 IESNA** Illuminating Engineering Society of North America. An organization that recommends standards for the lighting industry. (<http://www.iesna.org>)
- 14 ILLUMINANCE** The quantity of light, or luminous flux, arriving at a surface divided by the area of the illuminated surface, measured in lux or foot-candles.
- 15 INDIRECT LIGHT** Direct light that has been reflected off other surfaces not part of the luminaire.
- 16 LAMP** The component of a luminaire that produces the actual light.
- 17 LASER** A device that utilizes the natural oscillations of atoms or molecules between energy levels for generating coherent electromagnetic radiation usually in the ultraviolet, visible, or infrared regions of the spectrum.
- 18 LIGHT POLLUTION** Night-sky brightness (skyglow) caused by the scattering of light in the atmosphere. Sources include light projected above the horizontal plane or light reflected from illuminated sources such as roadways.
- 19 LIGHT TRESPASS** Any form of artificial illuminance emanating from or produced by a source, such as a luminaire, that extends beyond the boundaries of the property on which it is located.

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- 20 LOW LEVEL LIGHTING** The average illumination on the ground or on any vertical surface not greater than half (0.5) foot-candles.
- 21 LUMEN** A measure of light energy generated by a light source. One foot candle is one lumen per square foot. For purposes of these Regulations, the lumen output shall be the initial lumen output of a lamp, as rated by the manufacturer.
- 22 LUMINAIRE** A complete lighting system, including a lamp or lamps and a fixture.
- 23 OUTDOOR LIGHTING** The nighttime illumination of an outside area or object by any man-made device located outdoors that produces light by any means.
- 24 TEMPORARY OUTDOOR LIGHTING** The nighttime illumination of an outside area or object by any man-made device located outdoors that produces light by any means for a period of less than seven (7) days with at least one hundred eighty (180) calendar days passing before being used again.
- 25 SKY GLOW** Luminance in the atmosphere caused by dust, water vapor and other particles that reflect or scatter any stray/excess light that is emitted or reflected into the atmosphere.
- 26 TEMPORARY DECORATIVE LIGHTING** The specific illumination of an outside area or object by any man-made device located outdoors that produces light by any means for a period of less than 30 days, with at least 180 days passing before being used again. All seasonal and temporary lighting should be rated less than 1,800 lumens.

SITE PLAN Shall mean a plan or plans prepared as required by the Planning Board as described in these Regulations and submitted to the Board for consideration.

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

SITE PLAN APPLICATION The filing by an Applicant of a **Site Plan Application** Form and all other documents and information described in these Regulations.

SITE PLAN APPLICATION FORM The form provided by the Board to be submitted by an Applicant to request consideration of a Site Plan.

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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 SCIENTIST Means a person qualified in soils classification and who is licensed by the New Hampshire Board of Natural Scientists.

SOIL TYPE As defined by the High Intensity 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. **CLASS I THROUGH III (STATE HIGHWAY/ROAD):** State owned and maintained highways and roads.
2. **CLASS IV (ARTERIAL ROAD):** State or Town owned and maintained roads that convey traffic from collector roads to a highway system between communities. The average daily traffic carried on an arterial is greater than 5,000 vehicles per day.
3. **CLASS V (RURAL COLLECTOR ROAD):** Town owned and maintained roads that convey traffic from local roads of neighborhoods or other developed areas to an arterial road system. The average daily traffic carried on a collector road is 1,000 to 5,000 vehicles per day.
4. **CLASS V (URBAN COLLECTOR ROAD):** Town owned and maintained roads that convey traffic from local roads of neighborhoods or other developed areas to an arterial road system. Urban collector roads are designed for lower speeds than rural collector roads due to the higher population density and likelihood to also service pedestrian and bicycle travel. The average daily traffic carried on a collector road is 1,000 to 5,000 vehicles per day.
5. **CLASS V (LOCAL ROAD):** Town owned and maintained roads that provide access to abutting properties within neighborhoods or other developed areas and convey traffic to a collector road system. The average daily traffic carried on a local road is less than 1,000 vehicles per day.
6. **CLASS V (CUL-DE-SAC AND DEAD-END ROAD):** Town owned and maintained roads that provide only one (1) point of egress.

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7. CLASS VI (UNMAINTAINED): Highways and roads that consist of all other existing public ways, including highways/roads discontinued as open highways/roads, and made subject to gates and bars, and highways/roads not maintained and repaired in suitable condition for travel thereon for five (5) successive years or more.

8. PRIVATE ROAD: Privately owned and maintained roads.

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.

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 subdivision under these Regulations.

SUBDIVISION APPLICATION The filing by an Applicant of a **Subdivision Application Form** and all other documents and information described in these Regulations.

SUBDIVISION APPLICATION FORM The form provided by the Board to be submitted by an Applicant to request consideration of a Subdivision Plat.

SUBDIVISION PLAT Shall mean a layout plan prepared as required by the Planning Board as described in these Regulations and submitted to the Board for consideration.

TOWN ENGINEER A Professional Engineer currently licensed in the State of New Hampshire approved by the Board to represent the Town of Hampstead.

TOWN MAP The Town map adopted in accordance with RSA 674:10 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.

TRAFFIC ENGINEER A Professional Engineer currently licensed in the State of New Hampshire with expertise in traffic/transportation and is responsible for the generation of Traffic Impact Assessments (TIA) and documents described in these Regulations.

TURN-AROUND-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.

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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 and by a qualified Wetland Scientist.

WETLAND SCIENTIST means a person qualified in wetland soil classification and who is licensed by the New Hampshire Board of Natural Scientists.

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Section III: Procedure

Section III. Procedure

1. APPROVAL

1-A. Preliminary/Conceptual Consultation Request

1-A:1. Prior to submission of an Application for Board approval, the Applicant may meet with the Board's Agent to make an appointment to discuss the proposal at a regularly scheduled Board meeting. This must be done by notifying the Agent in writing before the Wednesday prior to the meeting.

1-A:2. 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.

1-A:3. 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.

1-A:4. A proposal shall neither be accepted as an Application nor be approved or disapproved by the Board under this procedure.

1-A:5. No comments made during this consultation shall bind either the Applicant or the Board.

1-A:6. Statements made by Board members shall not be the basis for disqualifying said members or invalidating any action eventually taken on the Application.

1-A:7. The time limits for Board actions under RSA 676:4, I(c) and in these Regulations shall not apply to preliminary conceptual consultation requests.

1-B. Subdivision Application

1-B:1. Board Agent

The Board shall designate an agent to receive all Applications.

1-B:2. Initial Filing

The Applicant shall file with the designated agent:

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- 1) three (3) copies of a completed Application Form
- 2) two (2) copies of an Application Checklist
- 3) two (2) copies of a Plan which complies with in these Regulations
- 4) two (2) copies of a supporting documentation which complies with in these Regulations
- 5) 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 these Regulations
- 6) the appropriate filing fee based upon the fee schedule as may be set by the Board from time to time
- 7) if the Applicant signs the form rather than the Owner, certification that the Applicant is agent for the Owner
- 8) **one list** of Abutters complete with envelopes addressed and set up for certified mailing, including the return receipt forms properly filled out
- 9) **Electronic Submission** of the application, plans, and other supporting information required under the Subdivision Regulations. All subsequent submittals shall also be submitted in pdf format.

Completed Applications must include all of the items listed in these Regulations and must be filed with the designated agent no later than the date identified by the Hampstead Planning Board – Hearing & Filing Deadline Schedule as posted within the Planning Board's Office in order to be considered by the Board at such meeting. If any of the items listed in these Regulations are missing or incomplete as of the filing deadline, the Application shall not be placed on the agenda for the next Planning Board meeting.

1-B:3. 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 ten (10) days of the date of the meeting date.

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For any proposal in which a structure or proposed building site will be within five hundred (500) feet of the top of the bank of any lake, pond, river, or stream, the Board shall also notify the New Hampshire Department of Environmental Services.

1-B:4. Action on Application:

- 1) 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 in these Regulations.
- 2) 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.
- 3) 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.

1-B:5. Requirement for Public Hearing:

- 1) Once an Application has been accepted as complete by the Board, and except as described in these Regulations, no Application may be denied or approved without a public hearing.
- 2) Notice of any public hearing on an Application shall be given in accordance with these Regulations. 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.
- 3) Hearings shall be conducted in accordance with the Rules of Procedure adopted by the Board.

1-B:6. 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.

1-B:7. Consent to On-Site Board Inspection:

- 1) 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.

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Section III: Procedure

2) Prior to the Board's approval of an application, an on-site inspection of the property may be requested. All lot corners on existing streets, the centerlines of all new streets, and the perimeter of the Lot shall be staked and flagged prior to such inspection at the discretion of the Board.

3) 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.

1-B:8. Final Action on Application:

1) to the provisions as outlined in these Regulations, the Board shall approve or deny an Application within sixty-five (65) days of the Board's determination that the submitted application is complete.

2) 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.

3) 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:

- a) 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
- b) conditions which are in themselves administrative and which involve no discretionary judgment on the part of the Board; or
- c) 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 within these Regulations.

4) 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.

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5) 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.

6) 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 at the Applicant's expense. All conditions of approval as imposed by the Planning Board shall appear on the face of the final plat to be recorded.

1-B:9. 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:

1) The Applicant has, prior to such ninety-first (91) day, requested in writing an extension of time in which to complete such conditions, and has,

2) 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.

3) If, at such Compliance Hearing, the Applicant demonstrated that either, (i) he/she is in substantial compliance with all such conditions, or (ii) that his/her 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 shall extend the date by which Applicant shall have to complete all conditions.

4) If, at such Compliance Hearing, the Applicant cannot demonstrate he/she meets the requirements of 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 as outlined above.

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2. EXPEDITED REVIEW

2-A. At the Board's discretion, any Application for: minor Lot Line Adjustments, boundary agreements, or proposals which do not create buildable lot(s) may be accepted and approved by the Planning 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-B. 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.

2-C. The Board shall provide notice to all parties as provided in 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.

2-D. The Board shall hold a hearing, with notice as provided in these Regulations, prior to approval or disapproval of the Application.

2-E. 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.

3. 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/Plan 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.

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Section III: Procedure

4. FEES FOR OFF-SITE IMPROVEMENTS

As a condition of the Approval of an Application, the Board may require the Applicant to pay a proportionate share of the costs of offsite improvements which are necessitated in whole or in part by the Development.

5. MODIFICATION OF APPROVALS

5-A. Minor design modifications and minor modifications of approved Plats/Plans 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:

5-A:1. The modification is the result of circumstances relating to the property that were not anticipated at the time of approval.

5-A:2. The modification is minor, insubstantial, and will not in any way adversely affect abutters, future occupants, owners, or the public.

5-A:3. In all other cases, modifications shall be approved only pursuant to the provisions in these Regulations.

1) When the Board has determined that a requested modification shall require a public hearing in accordance with these Regulations, the Applicant shall be responsible for all expenses and fees as set forth in these Regulations.

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Section IV: Non-Residential Development

Section IV. Non-Residential Development

Refer to Site Plan Regulations, Town of Hampstead.

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Section V: Requirements

Section V. Requirements

1. APPLICANT'S RESPONSIBILITY

It is the responsibility of each Applicant to read and follow these Regulations. If an 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.

2. ALL SUBDIVISIONS

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

2-A. COMPLIANCE WITH ORDINANCE

All Applications shall comply with the Zoning Ordinance of the Town of Hampstead.

2-B. UNSUITABLE LAND

Land of such character that it cannot be safely used for building purposes because of danger to health or peril from fire, flood or other hazard shall not be platted for occupancy, nor for other use which would tend to increase the danger to health, life or property or aggravate the flood hazard. Land subject to periodic flooding, poor drainage or other hazardous conditions, shall not be developed. Land with unsuitable soil or inadequate capacity for individual sanitary sewerage disposal systems shall not be developed unless connected to a common sewer system. No land described above and no land designated as Flood Zone or shown to be bog, marsh, swamp area, area of high water table, or designated as wetlands as set forth in the Town of Hampstead Zoning Ordinance Article II-2, or any similar situation, or area necessary for the protection of aquifers which may serve as future sources of drinking water for the Town, or with slopes in excess of thirty-three percent (33%), or ledge which is exposed or lying within four (4) feet of the soil surface, or which is subject to an easement or a right-of-way in favor of the Town, County, State, Federal Government, or any third party shall be developed. Any land covered by any soils listed by the New Hampshire Water Supply and Pollution Control Commission as Group 5 and Group 6, shall likewise not be developed. In the event that property proposed for Site Plan Review Approval contains any land, soils or natural features described in this Subsection, the Applicant shall, at the discretion of the Board, submit as part of the Application the report and associated plan of a certified soil scientist as defined in RSA 310-A:76 who has performed a High Intensity Soil Survey of the property.

2-C. STATE GRID COORDINATES

All surveys, control and boundary information shall have at least two (2) ties to the State Grid Coordinate System, NAD 83.

2-D. BENCHMARK

All contours, profiles and other elevations shall refer to current NGVD 88 Datum.

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Section V: Requirements

2-E. LOT SIZE

Lots shall be sized in conformance with the Zoning Ordinance of the Town of Hampstead NH.

2-F. LOT BOUNDARIES / MONUMENTS

2-F:1. Prior to signature and recording of a final plat or plan approved under these Regulations, the Planning Board shall receive either: (a) certification by a Licensed Land Surveyor acknowledging that all permanent boundary monuments, specified as “to be set” on the final plat, have in fact been installed per plan; or (b) a surety, in an amount and form acceptable to the Planning Board, to serve as a performance guarantee for future installation of all specified monuments. In no case shall a building permit be issued for construction of a building or structure on a lot or parcel whose lines were created or adjusted by a plat approved by the Planning Board unless and until the Board receives certification by a Licensed Land Surveyor acknowledging all boundary monuments, specified as “to be set” on said approved plat, have in fact been installed.

2-F:2. All final plans or plats presented to and approved by the Planning Board under these Regulations shall specify appropriate boundary monuments are to be set at each of the following locations: (a) at the intersection of two or more newly created or adjusted parcel boundary courses; (b) at the intersection of one or more newly created or adjusted parcel boundary courses with a previously existing parcel boundary; (c) at the intersection of any and all lines platted for the purposes of defining the lines of future public and/or private streets; and (d) at other locations which may be reasonably required by the Planning Board at time of application approval.

2-F:3. For the purposes of these Regulations the term “appropriate boundary monuments” shall mean either: (a) a solid iron or steel pin, having a diameter of not less than ½-inch, installed to a depth of not less than 24-inches below finish grade, and fitted with a durable cap extending not more than 2-inches above finish grade; (b) a drill hole having both depth and diameter dimensions of not less than ½-inch chiseled into a stonewall, bedrock or other solid surface located in a manner which precludes installation of an iron or steel pin meeting the specifications of sub-paragraph (a) above; or (c) other form of permanent boundary monument which may be approved by the Planning Board or its agent for cause.

2-F:4. 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 these Regulations.

2-G. SETBACKS

Setbacks shall be measured from the new or future right-of-way line.

Land Subdivision Regulations – Town of Hampstead New Hampshire

Section V: Requirements

2-H. BUFFER STRIP

Reserved.

2-I. EXPOSED LEDGE

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

2-J. OPEN SPACES

Open spaces of adequate proportions and suitably located streets may be required to accommodate existing and prospective traffic and to afford adequate, as determined by the Board, 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.

2-K. 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 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 these Regulations.

2-L. DISTURBING ENVIRONMENT

No person who is required to submit an Application for approval pursuant to these Regulations shall disturb the land proposed to be developed, 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/Plan 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 development and to assemble the information required to be shown on a Plat/Plan, provided, however, that such surveys, staking, studies, inspection and testing shall be accomplished with the minimum disturbance or alteration of the natural state of the land environment.

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Section V: Requirements

2-M. STREETS

Developments 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. If the Development is along one side of the street only, one-half (1/2) of the differential width shall be dedicated.

2-N. LENGTH OF STREETS OR WAYS

The length of streets or ways, whether public or private, shall not be less than four hundred fifty (450) feet and not be greater than one thousand two hundred (1,200) feet in length with only one entrance.

2-O. SUB-STANDARD STREETS

Where a Development borders an existing Street that is below the standards set forth in these Regulations, 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, setbacks, or frontage. Said areas shall be marked "Road Right-of-Way" on the Final Plat/Plan.

2-P. UTILITIES

All utility facilities, including but not limited to electric power, telephone, cable and gas 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 developed 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.

2-Q. TOWN SEWER

If any portion of a Development fronts on an existing street served or reasonably expected to be served by Town sewer; or fronts on a new street and lies within one thousand (1,000) feet of a street served or reasonably expected to be served by Town sewer; the Plat/Plan shall show appropriate extensions to the existing sewer lines and appropriate sewer connections from all improvements to the new or existing sewer lines. The use of on-site sewage disposal systems shall not be permitted in such a Development after such sewer service becomes available.

2-R. 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 IV and V. It shall be the responsibility of the property owner to maintain all portions of driveways and associated drainage facilities located within public right-of-

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way areas. All subdivision plans submitted for approval shall depict a driveway location on each proposed lot which conforms with applicable requirements of Section XV:3 of these Regulations. See Appendix for additional requirements.

2-S. CONVEYANCES TO TOWN

Before recording a Plat/Plan, the Owner shall transfer to the Town of Hampstead by Warranty Deed, all lands not platted for residential use, common area, green spaces, and recreational areas.

2-T. REVIEW BY OTHER TOWN OFFICIALS

2-T:1. Before approval of any Plat/Plan is given, the Planning Board shall receive written statements from the following Town Officials regarding the proposed Application. A meeting of the Department Heads to review plans may be scheduled by the Town Engineer.

- 1) The Town Engineer or his representative, and the Road Agent or his representative, as to the design of the street system, location of easements, and design of the water, sewer, and drainage systems, including appurtenances.
- 2) The Police Chief, or representative, as to vehicular and pedestrian traffic safety and access for emergency vehicles.
- 3) The Fire Chief, or representative, as to the adequacy of fire protection and access for emergency vehicles.
- 4) The Conservation Commission, or representative, as to the impact and access to conservation land.
- 5) The Building Inspector, or representative for compliance with applicable regulations.
- 6) A member of the Historical Commission or their representative to discuss any impact of historical significance of a town building or land.

2-T:2. All parties shall be provided with copies of the Department Head meeting minutes.

2-T:3. Town Officials may opt to attend the regular Planning Board meeting to express their concerns regarding the Plat/Plan.

2-U. STATE APPROVALS

Copies of all Applications to the State of New Hampshire for approval including, but not limited to, on-site septic systems, community water supply systems, Alteration of Terrain (AOT), wetland, shoreland, dam, driveway permits, or for any other permit or approval required by the State of New Hampshire with regard to

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Section V: Requirements

the development must be filed with the Board prior to submission of the Final Plat/Plan. Approval of any Application will be conditioned upon filing with the Board of evidence of the issuance of all such state approvals.

2-V. 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.

3. SPECIAL REQUIREMENTS

The requirements contained in this Section 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 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 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.

3-A. Traffic Impact Assessment (TIA):

Where a Development 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 shall submit a Traffic Impact Analysis (TIA) to the Board with its Application. The TIA shall be prepared by and bear the stamp and signature of a New Hampshire Registered

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Professional Traffic Engineer. The TIA shall include, but not be limited to, information with respect to:

- estimated vehicular trips per day
- an analysis of approaches
- an analysis of the circulation and channelization patterns
- a description and analysis of the location and type of existing and proposed traffic control devices
- pedestrian traffic and systems
- an analysis of signal warrants
- a description of the condition and capacity of the road network
- 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):

- 20 detached single family units
- 40 manufactured housing units or condominium units
- 20 motel units
- 17,000 gross square feet general office building
- 1,700 gross square feet shopping center
- 1,200 gross square feet high turnover sit down restaurant
- 8,400 gross square feet medical office building or clinic
- 4,000 gross square feet hardware/paint store
- Gasoline/service station
- 1,200 gross square feet bank

The following special requirements may be applied, per the Planning Board's discretion, 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.

3-B. Fiscal Impact Analysis (FIA)

Where a Development would contain dwelling units equal to two percent (2%) of the existing dwelling units within the Town at the time of the Application, or where the Planning Board finds that a commercial or industrial Development 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 service costs of the Town with the Application.

3-C. School Impact Analysis (SIA)

Where a Development would generate a school age population equal to one classroom according to current U.S. Census data from Rockingham County, the

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Applicant must submit an analysis of the impact of the Development on the school system with the Application.

3-D. Environmental Assessment (EA)

The Applicant of each Development containing one (1) 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 Development with the Application. If any of the species or communities are identified within or adjacent to the Development, an EA addressing the impacts on the species and communities shall be submitted with the Application.

3-E. Community Service Impact Analysis (CSIA)

Where a Development 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 Application.

3-F. Other Considerations

As determined to be applicable by the Board.

4. WATER SUPPLY FOR FIREFIGHTING PURPOSES

All fire protection shall be approved by the Hampstead Fire Department and the Board. The Board may require additional fire protection measures in addition to the Hampstead Fire Department's recommendations.

4-A. Fire Protection for Subdivisions

4-A:1. All buildings, site plans, and developed properties shall comply with NFPA Fire Code 1 (2015 Edition, or as amended.)

4-A:2. All buildings with the exception of one and two-family dwellings, and along with accessory buildings less than 1,000 square feet, shall have a sprinkler system compliant to NFPA Fire Code 13 (2010 edition, or as amended).

4-B. Fire Protection Water Supply Requirements

4-B:1 GENERAL REQUIREMENTS

All fire protection water supply requirements shall comply with all current New Hampshire State Fire Codes and NH Saf-C-6000 regulations (As amended)) as applicable including:

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- National Fire Protection Association, NFPA 1, The Uniform Fire Code,
- NFPA 1141, the Standard for fire protection infrastructure for land development in suburban and rural fire fighting.
- NFPA 1142, the Standard on water supplies for suburban and rural fire fighting.
- NFPA 291, Recommended practices for fire flow testing and marking of hydrants
- NFPA 24, the Standard for private fire service mains.
- NFPA 25, the Standard for testing and inspection of water-based systems as applicable.

1) Any residential development of three or more units, or any other single building development occurring within the Town of Hampstead, New Hampshire shall provide a water supply for fire department use unless the fire department determines that adequate fire protection water supplies are available for the building(s).

2) In those areas where the extension of the public water system is technically unfeasible, the developer shall be required to provide a water supply for fire protection commensurate to the hazard, as approved by the fire department.

3) All buildings with the exception of one and two-family dwellings and accessory buildings less than 1,000 square feet shall have a sprinkler system compliant to NFPA Fire Code 13 (State Fire Code). The system supply connection shall be a 4" storz connection with cap. Any system proposed shall have its plan stamped by a NH licensed PE or FP engineer. A permit application must be approved before construction is started.

4) All buildings with the exception of one and two-family dwellings and accessory buildings less than 1,000 square feet shall have a fire alarm and detection system compliant to NFPA Fire Code 72 (State Fire Code). A Knox Box shall be provided on the building in the at the primary access door. The door closest to the fire alarm control panel shall be labeled Fire Alarm Control Panel (FACP). Any system proposed shall have its plan stamped by a NH licensed PE or FP engineer. A permit application must be approved before construction is started.

5) All buildings with the exception of one and two-family dwellings and accessory buildings less than 1,000 square feet shall have paved access within 50' of the building's main entrance. The building should be vehicle (fire truck) accessible on at least two sides. On buildings over 100' in length vehicle access should be on at least three sides.

6) The buildings street address must be visible on the street where the buildings primary access driveway is. The building's numbers shall be visible from the street in a size commensurate with the building and in a contrasting color.

7) The fire protection water supply must be installed and approved by the Hampstead Fire Department (HFD) prior to any framing construction on the site.

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8) Road and vehicle access must comply with NFPA 1, Chapter 18 particularly in reference to road width, weight capacity, vertical clearance turning radius.

9) Any property with a pumped fuel capability (fuel pumps) shall have an automatic fire suppression system and a remote fuel shut off accessible to the pump operator. A means to contact the fire department must be also accessible to the pump operator.

NO CERTIFICATES OF OCCUPANCY SHALL BE ISSUED UNTIL THE FIRE DEPARTMENT WATER SUPPLY IS INSTALLED, TESTED, AND ACCEPTED BY THE FIRE DEPARTMENT

4-B:2 PRESSURE HYDRANT REQUIREMENTS

1) Pressure Hydrants

Any development occurring within 1000 feet of an existing water main shall extend the piping system to provide fire hydrants for fire protection purposes.

All hydrants shall produce a 1000 gallon a minute (GPM) flow or the flow required for fire protection requirements of the project. The 1000 GPM shall be the minimum acceptable flow unless otherwise approved by the fire department.

Fire hydrants shall be US Pipe M-94 with a 6-inch mechanical joint inlet connection to the main, two 2.5-inch National Standard Thread hose outlets, one 4.5-inch National Standard Thread pumper/steamer outlet, a main valve opening of 5.25-inches and a standpipe or barrel diameter of 8.5 inches.

The hydrants must meet all requirements of the latest revision of AWWA C-502 and be listed by Underwriters Laboratories, Inc. as meeting their standard UL246, latest revisions.

2) Hydrant shall open left (counter-clockwise) and be marked with an arrow and the word "OPEN" to indicate the direction to turn the operating nut to open the hydrant. All hydrants shall be color coded per NFPA 291 to indicate their fire water flow.

3) Hydrant barrel will be of a length to provide minimum of five feet of bury.

4) The Hydrant operating nut shall be set between 30-inches and 34 inches above the finished ground grade. The mound or slope angle around hydrant is not to exceed 3 to 1 when area around hydrant must be cut or filled to meet height requirements.

5) The assembly shall include the hydrant, hydrant tee, auxiliary gate valve, valve box and cover, length of pipe, and all excavation, backfill, sheeting, site work and thrust restraint.

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Section V: Requirements

6) Fire hydrant spacing shall be not more than 500 feet roadway travel distance in residential developments and not more than 250 feet roadway travel distance in all other developments. (NFPA 1141-8, Section 3-7).

7) All buildings equipped with a sprinkler system other than one and two-family dwellings must have a hydrant located within 100' of the 4" storz fire department (FDC) connection unless otherwise approved by the fire department.

8) All fire hydrant locations shall be approved by the fire chief or their designee.

9) TESTING AND INSPECTION

All hydrants shall be tested and inspected prior to acceptance.

4-B:3 FIRE CISTERN REQUIREMENTS

1) GENERAL REQUIREMENTS

If approved, fire cisterns shall be located no more than 1,200 feet roadway/driveway travel distance from any structure on the furthestmost building within a development.

2) The design of the fire cistern shall be trouble-free for a design life expectation of 20 years.

3) The cistern capacity shall be calculated in accordance with Chapter 5, of the Standard 1231 of the National Fire Protection Association (NFPA). The capacity of the cistern will be based on the size of the largest home to be constructed within the development. However, no fire cistern(s) shall be smaller than 30,000-gallon water capacity.

The design of the fire cistern shall be submitted to the Fire Chief or his designee for approval prior to construction. All plans must be signed and stamped by Structural or Fire Protection engineer registered in the State of New Hampshire.

4) The entire fire cistern shall be rated for H-20 highway loading unless specifically exempted by the Fire Chief.

5) Each cistern shall be sited to the particular location by a Registered Engineer and approved by the Fire Chief. All appropriate easements to the Town shall be in place prior to construction.

Pre-cast concrete cisterns shall achieve a 28-day strength of 4,000 PSIG. It should be placed with a minimum of 4" slump and vibrated in a professional manner.

The concrete shall be mixed, placed and cured without the use of calcium chloride. Winter placement and curing shall follow the accepted American Concrete Institute (ACI) codes.

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Section V: Requirements

6) All suction, fill, and vent piping shall meet the American Society for Testing and Material (ASTM) Class 52 Ductile Iron or of a material approved by the fire department

7) All connections shall be clean and the appropriate sealing material used according to manufacturer's specifications so as to ensure all joints are air tight. All connections must be anchored to the cistern to resist movement.

8) All connections shall be clean and the appropriate sealing material used according to manufacturer's specifications so as to ensure all joints are air tight. All connections must be anchored to the cistern to resist movement.

9) SUCTION CONNECTION

The suction connection shall be a threaded female swivel 6" (inches) in diameter, with handles and with National Standard Thread (NST) and provided with a suitable cap and chain.

10) The suction piping system shall be 6" (inches) in diameter and capable of delivering 1,000 gallons per minute, for three quarters of the cisterns rated capacity.

11) The suction pipe system shall be 8" (inches) in diameter and capable of delivering 1000 gallons per minute, for three quarters of the cisterns rated capacity.

12) The suction pipe connection shall be between 20 and 24 inches above the level of the grade where the vehicle wheels will be located when the cistern is in use.

13) Suction piping shall be supported on top of the tank and to the bottom of the cistern with a space of 8" from the floor of the tank.

14) The bottom of the suction pipe to the pumper connection shall not exceed 14 feet vertical distance.

15) The shoulder and vehicle pad should be of a sufficient length to permit convenient access to the suction connection when the pumper is set at 45 degrees to the road. The vehicle pad shall be constructed to ensure the fire truck is not in the travel lanes of the road.

16) The suction pipe connection shall terminate not more than 8' (feet) from the edge of the pavement.

17) The pitch of shoulder and vehicle pad from edge of pavement to pumper suction connection shall be 1 % to 6% downgrade.

18) All above the tank suction piping shall be pitched slightly back towards the tank for proper drainage.3-1.12

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FILLER CONNECTION

19) The filler pipe shall be 6" in diameter. The filler connection shall have one, 4" (inch), Storz connector with cap and chain attached to a 45-degree downward sweep elbow. The filler connection shall be supported vertically to the cistern.

20) The filler pipe connection shall be 24 - 36 inches above the final grade.

VENT PIPE

21) The vent pipe shall be 8 inches in diameter.

22) The vent pipe shall terminate not less than 36 inches above the final grade, with the opening to the pipe facing downward.

23) Vent piping shall have screen covers installed to prevent access by wildlife.

24) The entire cistern shall be completely piped and inspected prior to any backfilling being accomplished.

25) The cistern shall be designed and installed so it will not float when empty.

26) The entire tank will be guaranteed to be water tight (leak proof) by the installer for one year. The Installer shall be required to post a 1-year bond in the amount of \$5,000 per 15,000 gallons for maintenance and repair.

27) After backfilling, the cistern shall be protected by steel, concrete filled, pipe bollards no less than 8" in diameter set in the ground below the frost line, protecting all exposed piping from potential vehicular damage.

28) Backfill shall extend 10 feet beyond the edge of the cistern and then have a maximum 3: 1 slope, loamed and seeded with 4 feet of fill or the top and highest 2 feet of the cistern shall be insulated with vermin resistant foam insulation, and 2 feet of fill.

29) Backfill shall extend 10 feet beyond the edge of the cistern and then have a maximum 3: 1 slope, loamed and seeded.

30) All cisterns shall be equipped with a 32" (inch) water tight manhole with a blank cover that will accept a Knox padlock as specified by the fire chief. Access must be provided to all sections of the tank.

31) The installer is responsible for completely filling the cistern until accepted by the authority having jurisdiction. Water level not to drop more than 1-inch in 24 hours initially and not more than 1-inch additionally in 30 days.

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32) The installer is responsible to supply and install identification signs as directed by the fire chief. At least two “No Parking – Fire Hydrant” reflective signs shall be post on metal poles at the site.

33) A visual site gauge showing the tank water level shall be visible from the street.

4-B:4 DRY HYDRANT REQUIREMENTS

1) GENERAL

- Dry hydrants shall be located no more than 1,200 feet road way/driveway travel distance from any structure on the furthestmost lot within a development.
- The design of the dry hydrants shall be trouble-free and last a lifetime.
- The dry hydrant water supply capacity shall be calculated in accordance with Appendix 8, of the most recent edition of Standard 1231 of the National Fire Protection Association (NFPA). However, no dry hydrant water supply shall be smaller than 30,000 gallons of water. The water supply capacity calculation shall be made by a professional engineer utilizing 50-year drought records.
- The suction piping system shall be 8" (inches) in diameter and capable of delivering 1000 gallons per minute.
- The design of the dry hydrants shall be submitted to the Fire Chief for approval prior to construction. All plans must be signed by a professional engineer.
- Each dry hydrant shall be sited to the particular location by a professional engineer and approved by the Fire Chief.

2) All piping shall be American Society for Testing and Material (ASTM) Class 52 Ductile Iron or other material approved by the Fire Chief.

3) All connections shall be clean and the appropriate sealing material used according to manufacturer's specifications so as to ensure all joints are air tight.

4) The suction connection shall be a threaded female swivel 6" (inches) in diameter, with handles and with National Standard Thread (NST) and provided with a suitable cap and chain.

5) The entire dry hydrant shall be completely piped and inspected prior to any backfilling being accomplished.

6) All backfill materials shall be screened gravel with no stone larger than 1.5" (inches) and shall be compacted to 95% ASTM 1557.

7) Bedding for the dry hydrant shall consist of a minimum of 12 inches of screened gravel with no stone larger than 1.5" (inches.) compacted.

8) The suction pipe connection shall be between 20 and 24 inches above the level of the grade when the hydrant is in use.

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Section V: Requirements

9) The dry hydrant shall be protected by steel, concrete filled, pipe bollards no less than 8" in diameter set in the ground below the frost line, protecting all exposed piping from potential vehicular damage.

10) The end of the suction pipe shall be protected by a screen equipped with a removable or hinged cover.

11) The pitch of shoulder and vehicle pad from edge of pavement to pumper suction connection shall be 1 % to 6% downgrade.

12) The shoulder and vehicle pad should be of a sufficient length to permit convenient access to the suction connection when the pumper is set at 45 degrees to the road. The vehicle pad shall be constructed to ensure the fire truck is not in the travel lanes of the road.

13) The suction pipe connection shall terminate not more than 8' (feet) from the edge of the pavement.

14) The installer is responsible to supply and install identification signs as directed by the fire chief. At least two "No Parking – Fire Hydrant" reflective signs shall be posted on metal poles at the site.

4-B:5 TESTING AND APPROVAL PROCESS

1) All fire protection water supplies shall be approved by the Fire Chief and meet Hampstead Fire Department guidelines and specifications.

2) NO CERTIFICATES OF OCCUPANCY SHALL BE ISSUED UNTIL THE WATER SUPPLY SYSTEM IS INSTALLED, TESTED, AND ACCEPTED BY THE HAMPSTEAD FIRE DEPARTMENT.

Section VI. Subdivision Plat Information

1. SUBDIVISION PLAT

The Subdivision 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 conform to the requirements of the Registry of Deeds of Rockingham County for filing. 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 Subdivision Plat shall show or be accompanied by the following:

1-A. Certification that the Applicant is agent for the Owner or is the Owner of the land, or that the Owner has given consent under a written agreement.

1-B. Description of proposed Subdivision.

1-C. Name of Owner of record and Subdivider.

1-D. Name and address of engineer and/or surveyor.

1-E. Title, date of survey, north arrow, graphic scale, and seal/signature of licensed land surveyor or engineer registered in the State of New Hampshire.

1-F. The subdivision plat shall be based on a boundary survey with a maximum error of closure of 1 in 10,000 certified by a licensed land surveyor or engineer registered in the State of New Hampshire. Distances shall be to the nearest 100th of a foot and bearings to the nearest 10 seconds.

1-G. 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 (1,000').

1-H. 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. Benchmarks shall be tied to NAVD 88 established datum. Said benchmarks to be plainly marked in the field and stationed on the final plat with its elevation.

1-I. Tract boundary lines, right-of-way lines of streets (including Town approved street names), easements (including purpose), 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.

1-J. Location and description of all existing and proposed street monuments.

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Section VI: Subdivision Plat Information

1-K. Location and description of all existing and proposed permanent lot boundary markers.

1-L. Any new lots created by a Subdivision, all lot corners shall be permanently marked as described in these Regulations.

1-M. 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.

1-N. Number to identify each subdivided lot or site. Proposed lots shall be numbered consecutively or as instructed by the Town.

1-O. Abutter listing including, tax block parcel number, property physical address, name(s) of record owner(s), owner's mailing addresses of all adjoining land (including land on the other side of the street) from Town records of not more than five (5) days before the date of filing.

1-P. Water courses and flood zone locations with base flood elevations that may exist within five hundred (500) feet 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.

1-Q. Plans shall reflect all land within one thousand (1,000) feet of any portion of the Subdivision in which the Owner/Applicant, or any person or entity which has an interest in the Owner/Applicant, 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, services, etc.

1-R. Existing and proposed ground elevation contours as described below:

- 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

1-S. Existing soils delineation based on based a High Intensity Soils Survey (H.I.S.S.) performed and certified by a NH Certified Soil Scientist.

1-T. 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 Soils Scientist.

1-U. Locations of all existing and proposed electric, telephone, cable, gas, and any other public utilities. If the utility company(s) require an easement to provide service, no final approval shall be granted by the Board until such easements are

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secured. If no easements are required, a letter of intent to provide service from the utility company(s) must accompany the application.

1-V. Locations of all existing and proposed potable water, sanitary sewer and stormwater utilities, including but not limited to mains, services, valves, structures, culverts, headwalls, swales/ditches, riprap areas, detention/retention areas, and dams/weirs. If a utility company requires 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 or companies must accompany the application.

1-W. In areas not currently serviced by public sanitary sewage disposal systems, it shall be the responsibility of the Applicant to provide the necessary approvals from the appropriate Local, County, or State agency to install and operate any/or all sewage disposal system

1-W:1. Plan shall delineate the proposed 4,000 square-foot leach bed or locate the proposed septic system.

1-W:2. At least one (1) test pit shall be located within the confines of the proposed 4,000 square-foot leach bed or locate the proposed septic system area.

1-X. Data Listing: The following listed data shall be included on the subdivision plat prior to approval by the Hampstead Planning Board:

- 1) Area of Land subdivided
- 2) Number of building lots
- 3) Length of streets
- 4) Minimum Lot Size
- 5) Minimum Lot Frontage
- 6) Minimum Front Setback
- 7) Minimum Side Setback
- 8) Minimum Rear Setback
- 9) Area of open space/conservation strips

1-Y. Access to the sub-divided lot shall be through the frontage of said lot.

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Section VI: Subdivision Plat Information

1-Z. Other information required by the Planning Board.

2. BLOCKS

Blocks generally shall not be less than four hundred fifty (450) feet, or shall the length exceed one thousand two hundred (1,200) feet. In blocks over one thousand (1,000) feet long, pedestrian crosswalks may be required in locations deemed necessary by the Planning Board.

3. LOTS

3-A. Lot dimensions and area shall not be less than the requirements of the Zoning Ordinance, or as required by soil or topography conditions.

3-B. Insofar as is practical, side lot lines should be at right angles to straight streets, and radial to curved streets.

3-C. 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.

3-D. 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.

3-E. Minimum Lot Size

3-E:1. Minimum lot sizes shall be determined in accordance with Article II-1 of the Town of Hampstead Zoning Ordinance. All subdivision plans submitted for approval shall include calculations, sufficient to demonstrate each proposed lot conforms with applicable soil-based lot sizing requirements of Article II-1 of the Zoning Ordinance, on the drawings.

3-E:2. Appeals: In the event that an area is incorrectly designated on the soil survey, 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.

3-F. Use of Land

3-F:1. 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 platted 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

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Section VI: Subdivision Plat Information

the owner or his agent to lessen the hazards. Said land may be offered to the Town for open space.

3-F:2. 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.

4. EASEMENTS

4-A. 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.

4-B. Where a Subdivision is traversed by a water course, drainage way, channel or stream, the Board may require that there be provided a stormwater 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 catch basins. Required flowage easements, within the subdivision, shall be extended to property perimeter.

5. ADDITIONAL ITEMS

In addition to all items listed in these Regulations, the Final Plat shall be accompanied by the following as determined to be appropriate by the Hampstead Planning Board:

5-A. Stakeholder Approvals

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.

5-B. PHASING PLAN

A written phasing plan shall accompany Applications for large scale Developments as determined by the Board. The plan shall specify the development time table for each phase of the development. The plan shall include approximate dates of all aspects of the development. In cases where specific impacts have been identified, the Board may require that the development of a large scale project 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.

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5-C. STORMWATER MANAGEMENT PLAN

All Applications shall include a Stormwater Management 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 sub-catchment areas and existing and proposed stormwater flow calculations. Stormwater Management Plans shall be consistent with the design standards found within Section VII.3 Stormwater Management Requirements.

5-D. EROSION & SEDIMENTATION CONTROL 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 Development on water bodies and all disturbed areas. These plans shall be stamped by a New Hampshire Registered Professional Engineer.

6. LAYOUT OF STREETS

6-A. The arrangements of streets within a subdivision shall either:

6-A:1. Provide for the continuation of appropriate projection of existing streets in surrounding areas, or

6-A:2. 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.

6-B. 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.

6-C. 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.

6-D. Except where near future connections may be possible, dead end streets shall not serve more than twelve (12) lots, and shall be equipped with a turnaround roadway at the closed end.

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6-E. Any road servicing 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 emergency vehicles.

6-F. Street intersections with center line off sets of less than two hundred (200) feet shall not be permitted.

6-G. A tangent of at least two hundred (200) feet long shall be introduced between curves.

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

6-I. Streets shall be designed to intersect as nearly as possible at right angles and not street shall intersect any other street at less than seventy (70) degrees

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

6-K. The widths of blocks shall not be less than four hundred fifty (450) feet, nor shall the length exceed one thousand two hundred (1,200) feet.

6-L. 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.

6-M. Streets which join and 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.

6-N. At all street intersections in all zoning districts, no obstruction to vision (other than existing building, post column, or tree) exceeding thirty-six (36) 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) foot distance from their point of intersection.

6-O. No street grade shall be less than half percent (0.5%) or more than eight percent (8%) unless otherwise approved by the Board. All turn-around grades to be no more than four percent (4%). Grades shall not exceed two percent (2%) within one hundred (100) feet of any street intersections.

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7. PLAN/PROFILE AND CROSS-SECTIONS OF STREETS

7-A. Plan/Profile sheets of streets shall be plotted at one-inch equals 40 feet (1"=40') for horizontal and one-inch equals 4 feet (1"=4') for vertical. Plan/Profiles sheets plotted at a different scale, than noted above, shall consist of profiles plotted with the same horizontal scale as the plans and a horizontal to vertical scale ratio of ten to one (10:1); respectively.

7-B. Plans of streets shall include the following information:

7-B:1. Centerline stationing at fifty (50) foot intervals.

7-B:2. Existing and proposed right-of-way limits and easements.

7-B:3. Horizontal curve geometry information.

7-B:4. Test pits, at one hundred (100) foot intervals along the proposed centerline to a depth of six (6) feet to identify the depth of bedrock and seasonal high groundwater table.

7-B:5. Limits of existing and proposed:

- 1) Pavement materials
- 2) Radii of all curves
- 3) Curbing
- 4) Guardrail
- 5) Signage and pavement markings
- 6) Drainage infrastructure
- 7) Aboveground and subsurface utilities
- 8) Locations of all driveways
- 9) Roadway embankment slopes

7-C. Profiles of streets shall be shown for all existing and proposed roadway centerlines. Profiles shall be shown for all proposed driveways where slopes exceed five percent (5%) unless the drive is shown on the cross sections.

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7-D. Profiles of streets shall include the following information.

7-D:1. Centerline Stationing.

7-D:2. Existing and proposed elevations at fifty (50) foot intervals.

7-D:3. All proposed vertical point-of-intersections (VPI), vertical point-of-curve (VPC), vertical point-of-tangent (VPT).

7-D:4. Vertical curve data, including low/high point stations, elevations, crest and sag values, and lengths of curves.

7-D:5. Test pit depths identifying depth of bedrock and seasonal high groundwater table.

7-D:6. Existing and proposed utility road crossings, including crossing information (not limited to utility, material, size, slope, invert elevations, etc.).

7-E. Cross-sections of streets shall be plotted at one-inch equals 10 feet (1"=10') for horizontal and one inch equals 10 feet (1"=10') for vertical. Cross-sections shall be provided at 50-foot street intervals, stream crossings, and intersections.

7-F. Cross-sections of streets shall include the following information:

7-F:1. Centerline stationing at fifty (50) foot intervals.

7-F:2. Existing and proposed centerline elevations.

7-F:3. Existing and proposed right-of-way limits and easements.

7-F:4. Limits of existing and proposed:

- 1) Wearing/surface and binder/base pavement materials
- 2) Curbing
- 3) Guardrail
- 4) Crushed gravel, gravel and sand road base materials
- 5) Drainage infrastructure
- 6) Other utilities
- 7) Roadway embankment slopes

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7-G. Plan, Profile and Cross-sections data shall be based on a field survey.

7-H. Plan, Profile and Cross-sectional sheets shall bear the seal and certification of a Registered New Hampshire Professional Engineer.

8. OTHER PLAN/PROFILES

Plan/Profile sheets of utilities, including, but limited to potable water, sanitary sewer, stormwater, electric, telephone, gas, cable, etc., shall be plotted in accordance to the requirements outlined for Cross-Sections and Profiles of Streets located herein these Regulations.

9. CONSTRUCTION DETAILS

9-A. Construction details shall conform to the New Hampshire Department of Transportation Standard Specifications for Road and Bridge Construction (latest edition) and these Regulations.

9-B. Construction detail shall incorporate all proposed aspects / features / characteristics of the proposed development and as requested by the Board.

9-C. Construction Details sheets shall bear the seal and certification of a Registered New Hampshire Professional Engineer.

10. NHDES CERTIFICATION

Certification of approval, if applicable, of the subdivision by the NH Department of Environmental Services Subsurface Systems Bureau, or appropriate successor agency, accompanied by a duplicate copy of all data submitted to them and any stipulations related to the approval.

11. STATE OF NH APPROVALS

Final State of New Hampshire approvals when appropriate from the Department of Transportation (RSA 236:13), the Wetlands Bureau (RSA 482-A), the New Hampshire Department of Environmental Services Alteration of Terrain Bureau (RSA 149-E), the New Hampshire Department of Environmental Services Drinking Water & Groundwater Bureau (RSA 485) and the New Hampshire Department of Environmental Services Subsurface System Bureau (RSA 485-A) shall be filed before Final Approval is granted.

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12. 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.

12-A. 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)

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

(date) (Land Surveyor)

12-C. 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 by the Planning Board shall be noted on the Final Plat/Plan.

13. OTHER INFORMATION REQUIRED BY THE PLANNING BOARD

Intentionally left blank.

Section VII. Design Standards

1. STREETS

1-A. General Design: All streets in the Subdivision shall be designed to provide safe vehicular travel at a design speed of 30 miles per hour (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 within these Regulations. If the Subdivision is along one side only, one-half ($\frac{1}{2}$) of the differential width shall be dedicated. Setbacks shall be measured from the new or future right-of-way line.

1-B. 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 Planning Board for review and approval.

1-C. Right-of-Way: All Class IV and V road right-of-way shall be 50 feet minimum width.

1-D. Alignment:

1-D:1. The minimum sight distance at intersecting roadways shall be four hundred (400) feet. Street jogs at intersections with centerline offsets of less than two hundred (200) feet shall be avoided.

1-D:2. The minimum centerline radii of curved streets shall be three hundred (300) feet.

1-D:3. All reversed curves on Class V streets shall be separated by a tangent at least two hundred (200) feet long.

1-D:4. Streets shall be laid out so as to intersect as nearly as possible at right angles. No street shall intersect any other street at less than seventy (70) degrees.

1-E. Design of intersections: Intersecting roadway pavements shall have a paved transitional area at all corners to accommodate 30-foot turning movements.

For all intersections in commercial and industrial areas, this paved area shall have a minimum radius of fifty (50) feet.

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Section VII: Design Standards

1-F. Grade

The centerline grade for any street shall not be less than five-tenths percent (0.5%) and not greater than eight percent (8%). All changes in grade exceeding five-tenths percent (0.5%) shall be connected by vertical curves of sufficient length to afford adequate sight distances, in the opinion of the Board. The minimum K value for sag vertical curves shall be in accordance with the American Association of State Highway and Transportation Officials (AASHTO) for a 30 miles per hour (MPH) design speed.

1-G. Cross-slope

Roadway cross-slope for any street shall be two percent (2%), with positive slope from the centerline of the roadway/crown to the outer roadway limits.

Maximum super-elevations on curves shall be no greater than six percent (6%).

1-H. Dead-end Streets

All streets that shall permanently terminate (dead-end streets), shall have a turnaround constructed to the following minimum specifications:

1-H:1. The Deed to the Town for the roadway shall include ALL lands within the outermost dimensions of the turnaround area.

1-H:2. The shape of the turnaround shall be a "tear drop", "P" or the "lolly-pop".

1-H:3. 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. In the case of cul-de-sacs to be constructed with an interior green island, the radius of the outer limit of right-of-way shall be a minimum of ninety-seven (97) feet. In the case of cul-de-sacs to be constructed without benefit of an interior green island, the radius of the outer limit of right-of-way shall be a minimum of sixty (60) feet.

1-H:4. The maximum length for turnaround shall be 1,800 feet. Measurement shall start at the last intersection with a Class V or better road and end when the turnaround terminates within itself.

1-H:5. In the case of cul-de-sacs to be constructed with an interior green island, pavement and shoulder widths shall be the same as the requirements outlined in these Regulations. In such instances, the centerline radius of the turnaround shall be a minimum of seventy-two (72) feet. Alternately, in the case of cul-de-sacs to be constructed without an interior green island, pavement and shoulders shall be constructed at minimum radii measuring forty-seven (47) and fifty-one (51) feet respectively.

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Section VII: Design Standards

1-H:6. The centerline grade for turnaround shall not be less than five-tenths percent (0.5%) and not greater than four percent (4%).

1-H:7. In the case of cul-de-sacs to be constructed with an interior green island, the interior green island shall be graded to prevent stormwater runoff from being conveyed onto the paved roadway surface. If necessary (as determined by the Town Engineer), the turnaround shall include accommodations for an interior drainage system.

1-H:8. All other turnaround improvements (i.e. drainage, signs, pavement markings) shall be the same as the requirements outlined in these Regulations.

1-H:9. 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.

1-H: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.

1-I. Delineator Posts

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.

1-J. Street Signs

Street signs of a type and style acceptable to the Board shall be provided at all intersections.

1-K. 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.

1-L. Driveways

Driveways shall be designed and constructed with grades which do not exceed five percent (5%) and to include a turnaround. Driveways in excess of five hundred (500) feet in length shall be designed and constructed so as to provide access for a SU (single unit) vehicle.

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Section VII: Design Standards

1-M. Clearing

Prior to starting any clearing on the right- of-way, the centerline of the new road shall be staked and side-staked at fifty (50) foot intervals. Side-stakes 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.

1-N. Subgrades

All unsuitable material (including, but not limited to topsoil, stumps, brush, roots, boulders, etc.) shall be excavated to a depth necessary to stabilize the foundation of the subgrade and backfilled with suitable material as directed by the Town Engineer. All unsuitable material shall be disposed of in accordance to applicable federal, state and local laws. The subgrade shall be shaped and compacted evenly as shown on the profile.

After clearing and grubbing has been completed, but prior to the commencement of excavation, elevations shall be taken on the tops of side stakes. Cuts and fills shall be marked on side stakes.

1-O. 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 to achieve subgrade elevations. Embankment material shall meet the below sieve specification and shall not consist of rubbish, clay, silt, loam, organic or other unsuitable materials of substance.

Sieve Size	Percent Passing by Weight
6-inch	100
No. 4	20 – 100
No. 200	0 – 12

The fill shall be allowed to thoroughly settle before applying gravel.

1-P. Ledge

Ledge within the right-of-way shall be removed to a depth of two (2) feet below the subgrade elevation of the roadway and filled with sand material conforming to Section 304.1 of the New Hampshire Department of Transportation Standard Specifications for Road and Bridge Construction (latest edition). Test pits will be performed, as directed by the Town Engineer, to determine if ledge exists within two (2) feet of the subgrade elevation.

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Section VII: Design Standards

1-Q. Base Course

Gravel base course materials shall neither be delivered to the construction site nor laid until roadway subgrade has been inspected and approved by the Town Engineer; and laboratory test results demonstrating material gradation compliance with applicable project specifications are received and acknowledged by the Town Engineer. The base course shall consist of a minimum of two (2) lifts of Crushed Gravel (304.3) or Crushed Stone – Fine Gradation (304.4), each having a nominal compacted thickness of nine (9) inches. Each lift shall be graded at a cross-slope of ¼ inch per foot. Each lift shall be inspected by the Town Engineer for correct depth and cross slope.

1-R. Gradation Testing

All embankment fill, sand and gravel materials shall be tested for gradation in accordance with Section 304.3.5 of the New Hampshire Department of Transportation Standard Specifications for Road and Bridge Construction (latest edition). Test results shall be submitted to the Town Engineer for review and approval. All costs incurred shall be the responsibility of the Developer.

1-S. Compaction Testing

All embankment fill, sand and gravel materials shall be tested for compaction in accordance with Section 304.3.6 and 304.3.7 of the New Hampshire Department of Transportation Standard Specifications for Road and Bridge Construction (latest edition). Test results shall be submitted to the Town Engineer for review and approval. All costs incurred shall be the responsibility of the Developer.

1-T. Slope Stabilization/Seeding

Prior to paving, all side-slopes, ditches, treatment swales and detention areas shall be final graded, loamed, seeded and stabilized (i.e. mulch, hydroseed, tacifier).

1-U. Hot Bituminous Concrete Pavement

Paving shall be hot bituminous concrete pavement, placed in two (2) courses consisting of a Base Course and a Wearing Course. Each course shall conform to Section 401 of the New Hampshire Department of Transportation Standard Specifications for Road and Bridge Construction (latest edition) and inspected by the Town Engineer.

1-U:1. Base Course: Shall consist of 3/4-inch Binder Mix for a minimum two and a half inch (2 ½") compacted depth. Base course placed after October 1st and before May 1st shall be modified by a qualified warm mix technology and pre-approved, in writing, by the Town Engineer.

1-U:2. Wearing Course: Shall consist of 1/2-inch Wearing Mix for a minimum one and a half inch (1 ½") compacted depth. Wearing course shall not be placed after October 1st and before May 1st unless pre-approved, in writing, by the Town Engineer.

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1-V. Shoulders

Gravel shoulders shall not be less than four (4) feet wide and shall be laid within two (2) days of placing hot bituminous concrete pavement courses. Gravel shoulders shall conform to Section 304.33 of the New Hampshire Department of Transportation Standard Specifications for Road and Bridge Construction (latest edition) and placed equal to the finish elevation of each pavement course.

1-W. Roadway Width

Centerlines of roadways shall coincide with centerlines of street rights-of-way and shall have the dimensions shown on the roadway typicals. Paved surface shall not be less than twenty-four (24) feet.

1-X. Workmanship

A note shall be placed on the plans stating, "All workmanship and materials incorporated into this work shall conform to applicable requirements of the New Hampshire Department of Transportation Standard Specifications for Road and Bridge Construction (latest edition) and the Hampstead Subdivision Regulations."

2. STREET LIGHTING

Street lights of a type and style acceptable to the Hampstead Planning Board shall be provided at all intersections, and at such other locations as the Hampstead Highway Safety Committee may reasonably require.

Refer to Lighting section of the Site Plan Regulations, Town of Hampstead.

3. Stormwater Management Requirements

3A: Purpose and Goals

3-A:1. Purpose and Goals. The purpose of post construction stormwater management standards is to provide reasonable guidance for the regulation of stormwater runoff to protect local natural resources from degradation and prevent adverse impacts to adjacent and downstream land, property, facilities and infrastructure. These standards regulate discharges from stormwater and runoff from land development projects and other construction activities to control and minimize increases in stormwater runoff rates and volumes, soil erosion, stream channel erosion, and nonpoint source pollution associated with stormwater runoff.

The goal of these standards is to establish minimum stormwater management requirements and controls to protect and safeguard the general health, safety, and welfare of the public in the Town of Hampstead. This regulation seeks to meet that goal through the following objectives:

- a. Minimize increases in stormwater runoff from any development to reduce flooding, siltation and streambank erosion and maintain the integrity of stream channels.

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- b. Minimize increases in nonpoint source pollution caused by stormwater runoff from development which would otherwise degrade local water quality.
- c. Minimize the total volume of surface water runoff which flows from any specific site during and following development to not exceed the pre-development hydrologic condition to the maximum extent practicable as allowable by site conditions.
- d. Reduce stormwater runoff rates and volumes, soil erosion and nonpoint source pollution, wherever possible, through stormwater management controls and to ensure that these management controls are properly maintained and pose no threat to public safety or cause excessive municipal expenditures.
- e. Protect the quality of groundwater resources, surface water bodies and wetlands.

3 B: Minimum Thresholds for Applicability

3-B:1 The Post-Construction Stormwater Management Standards apply to subdivisions that result in creation of a private road or a road intended for adoption as a public road. All stormwater runoff generated from the proposed private or public roadway(s) and any other stormwater runoff contributing to the roadway stormwater management system(s) shall be managed and treated in full compliance with these standards.

3-B:2 For subdivisions comprising lots with frontage on existing private or public roadways, roadside drainage and any other stormwater runoff from the new lots discharging to the roadside drainage system must be managed for: stormwater runoff quantity/volume; and water quality treatment if stormwater is discharged to the municipalities drainage system subject to the EPA MS4 permit.

3C: Stormwater Management for New Development

3-C:1. All proposed stormwater management practices and treatment systems shall meet the following performance standards.

- a. Stormwater management and erosion and sediment control practices shall be located outside any specified buffer zones unless otherwise approved by the Planning Board. Alternatives to stream and wetland crossings that eliminate or minimize environmental impacts shall be considered whenever possible.
- b. Low Impact Development (LID) site planning and design strategies must be used to the maximum extent practicable (MEP) to reduce stormwater runoff volumes, protect water quality, and maintain predevelopment site hydrology. Low Impact Development (LID) techniques with the goals of protecting water quality, maintaining predevelopment site hydrology. Low Impact Development (LID) techniques that preserve existing vegetation, reduce the development footprint, minimize or disconnect impervious area, and use enhanced stormwater BMP's (such as raingardens, bioretention systems, tree box filters, and similar stormwater management landscaping techniques) shall be incorporated into landscaped areas. Capture and reuse of stormwater is strongly encouraged. The applicant must document in writing why LID strategies are not appropriate when not used to manage stormwater.

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- c. All stormwater treatment areas shall be planted with native plantings appropriate for the site conditions: trees, grasses, shrubs and/or other native plants in sufficient numbers and density to prevent soil erosion and to achieve the water quality treatment requirements of this section.
- d. All stormwater installations and areas that receive rainfall runoff must be designed to drain within a maximum of 72 hours for vector control.
- e. Salt storage areas shall be fully covered with permanent or semi-permanent measures and loading/offloading areas shall be located and designed to not drain directly to receiving waters and maintained with good housekeeping measures in accordance with NH DES published guidance. Runoff from snow and salt storage areas shall enter treatment areas as specified above before being discharged to receiving waters or allowed to infiltrate into the groundwater. See NHDES published guidance fact sheets on road salt and water quality, and snow disposal at <http://des.nh.gov/organization/commissioner/pip/factsheets/wmb/index.htm>.
- f. Surface runoff shall be directed into appropriate stormwater control measures designed for treatment and/or filtration to the maximum extent practicable and/or captured and reused onsite.
- g. All newly generated stormwater from new development shall be treated on the development site. Runoff shall not be discharged from the development site to municipal drainage systems or privately owned drainage systems (whether enclosed or open drainage) or to surface water bodies and wetlands in rates greater than discharged under existing conditions (developed condition or undeveloped condition). A development plan shall include provisions to retain natural predevelopment watershed areas on the site by using the natural flow patterns.
- h. Runoff from impervious surfaces shall be treated to achieve at least 80% removal of Total Suspended Solids and at least 60% removal of both total nitrogen and total phosphorus using appropriate treatment measures, as specified in the NH Stormwater Manual. Volumes 1 and 2, December 2008, as amended (refer to Volume 2, page 6, Table 2.1 Summary of Design Criteria, Water Quality Volume for treatment criteria) or other equivalent means. Where practical, the use of natural, vegetated filtration and/or infiltration practices or subsurface gravel wetlands for water quality treatment is preferred given its relatively high nitrogen removal efficiency. All new impervious area draining to surface waters impaired by nitrogen, phosphorus or nutrients shall be treated with stormwater BMP's designed to optimize pollutant removal efficiencies based on design standards and performance data published by the UNH Stormwater Center and/or included in the latest version of the NH Stormwater Manual. Note: The Anti-Degradation provisions of the State Water Quality Standards require that runoff from new development shall not contribute additional pollutant loads to existing water body impairments.
- i. Measures shall be taken to control the post-development peak rate runoff so that it does not exceed pre-development runoff. Drainage analyses shall include calculations comparing pre- and post-development stormwater runoff rates (cubic feet/second) and volumes (cubic feet) for the 1-inch rainstorm and the 2-

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year, 10-year, 25-year, and 50-year 24-hour storm events. Similar measures shall be taken to control the post-development runoff volume to infiltrate the groundwater recharge volume GR_v according to the following ratios of Hydrologic Soil Group (HSG) type versus infiltration rate multiplier: HSG-A: 0.4; HSG-B: 0.25; HSG-C: 0.1; HSG-D: 0.00. For sites where infiltration is limited or not practicable, the applicant must demonstrate that the project will not create or contribute to water quality impairment. Infiltration structures shall be in locations with the highest permeability on the site.

- j. The design of the stormwater drainage systems shall provide for the disposal of stormwater without flooding or functional impairment to streets, adjacent properties, downstream properties, soils, or vegetation.
- k. The design of the stormwater management systems shall account for upstream and upgradient runoff that flows onto, over, or through the site to be developed or re-developed, and provide for this contribution of runoff.
- n. Whenever practicable, native site vegetation shall be retained, protected, or supplemented. Any stripping of vegetation shall be done in a manner that minimizes soil erosion.

3-C:2. Submission Requirements for Stormwater Management Report and Plans.

- a. All applications shall include a comprehensive Stormwater Management Plan (SMP). The SMP shall include a narrative description and an Existing Conditions Site Plan showing all pre-development impervious surfaces, buildings and structures; surface water bodies and wetlands; drainage patterns, sub-catchment and watershed boundaries; building setbacks and buffers, locations of various hydrologic group soil types, mature vegetation, land topographic contours with minimum 2-foot intervals and spot grades where necessary for sites that are flat.
- b. The SMP shall include a narrative description and a Proposed Conditions Site Plan showing all post-development proposed impervious surfaces, buildings and structures; temporary and permanent stormwater management elements and best management practices (BMP), including BMP GIS coordinates and GIS files; important hydrologic features created or preserved the site; drainage patterns, sub-catchment and watershed boundaries; building setbacks and buffers; proposed tree clearing and topographic contours with minimum 2-foot intervals. The plans shall provide calculations and identification of the total area of disturbance proposed on the site (and off site if applicable) and total area of new impervious surface created. A summary of the drainage analysis showing a comparison of the estimated peak flow and volumes for various design storms (see Table 1. Stormwater Infrastructure Design Criteria) at each of the outlet locations shall be included.
- c. The SMP shall describe the general approach and strategies implemented, and the facts relied upon, to meet the goals of Element A and Element C.: The SWP shall include design plans and/or graphical sketch(es) of all proposed above ground LID practices.
- d. The SMP shall include calculations of the change in impervious area, pollution loading and removal volumes for each best management practice, and GIS files

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containing the coordinates of all stormwater infrastructure elements (e.g. catch basins, swales, detention/bioretenention areas, piping).

- e. The SMP shall include a description and a proposed Site Plan showing proposed erosion and sediment control measures, limits of disturbance, temporary and permanent soil stabilization measures in accordance with the NHDES Stormwater Manual Volume 3 (most recent version) as well as a construction site inspection plan including phased installation of best management practices and final inspection upon completion of construction.
- f. The SMP shall include a long-term stormwater management BMP inspection and maintenance plan (see Element E) that describes the responsible parties and contact information for the qualified individuals who will perform future BMP inspections. The inspection frequency, maintenance and reporting protocols shall be included.
- g. The SMP shall describe and identify locations of any proposed deicing chemical and/or snow storage areas. SMP will describe how deicing chemical use will be minimized or used most efficiently.
- h. In urbanized areas that are subject to the EPA MS4 Stormwater Permit and will drain to chloride-impaired waters, any new developments and redevelopment projects shall submit a description of measures that will be used to minimize salt usage, and track and report amounts applied using the UNH Technology Transfer Center online tool (<http://www.roadsalt.unh.edu/Salt/>) in accordance with Appendix H of the NH MS4 Permit.

3-C:3 General Performance Criteria for Stormwater Management Plans.

- a. All applications shall apply site design practices to reduce the generation of stormwater in the post-developed condition, reduce overall impervious surface coverage, seek opportunities to capture and reuse and minimize and discharge of stormwater to the municipal stormwater management system.
- b. Water Quality Protection.
 - i. All stormwater runoff generated from new development or redevelopment shall not be discharged directly into a jurisdictional wetland or surface water body without adequate treatment.
 - ii. All developments shall provide adequate management of stormwater runoff and prevent discharge of stormwater runoff from creating or contributing to water quality impairment.
- c. Onsite groundwater recharge rates shall be maintained by promoting infiltration through use of structural and non-structural methods. The annual recharge from the post development site shall maintain or exceed the annual recharge from pre-development site conditions. Capture and reuse of stormwater runoff is encouraged in instances where groundwater recharge is limited by site conditions. All stormwater management practices shall be designed to convey stormwater to allow for maximum groundwater recharge. This shall include, but not be limited to:
 - i. Maximizing flow paths from collection points to outflow points.

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- ii. Use of multiple best management practices.
 - iii. Retention of and discharge to fully vegetated areas.
 - iv. Maximizing use of infiltration practices.
 - v. Stormwater System Design Performance Standards.
- d. Stormwater system design, performance standards and protection criteria shall be provided as prescribed in Table 1 below. Calculations shall include sizing of all structures and best management practices, including sizing of emergency overflow structures based on assessment of the 100-year 24-hour frequency storm discharge rate.
- e. The sizing and design of stormwater management practices shall utilize new precipitation data from [the most recent precipitation atlas published by the National Oceanic and Atmospheric Administration \(NOAA\)](#) for the sizing and design of all stormwater management practices.
- f. All stormwater management practices involving bioretention and vegetative cover as a key functional component must have a landscaping plan detailing both the type and quantities of plants and vegetation to be in used in the practice and how and who will manage and maintain this vegetation. The use of native plantings appropriate for site conditions is strongly encouraged for these types of stormwater treatment areas. The landscaping plan must be prepared by a registered landscape architect, soil conservation district office, or another qualified professional.

3-C:4 Spill Prevention, Control and Countermeasure (SPCC) Plan.

Any existing or otherwise permitted use or activity having regulated substances in amounts greater than five gallons, shall submit to the local official such as Fire Chief, Emergency Response Official a SPCC plan for review and approval. The Plan will include the following elements:

- a. Disclosure statements describing the types, quantities, and storage locations of all regulated substances that will be part of the proposed use or activity.
- b. Owner and spill response manager's contact information.
- c. Location of all surface waters and drainage patterns.
- d. A narrative describing the spill prevention practices to be employed when normally using regulated substances.
- e. Containment controls, both structural and non-structural.
- f. Spill reporting procedures, including a list of municipal personnel or agencies that will be contacted to assist in containing the spill, and the amount of a spill requiring outside assistance and response.
- g. Name of a contractor available to assist in spill response, contaminant, and cleanup.
- h. The list of available clean-up equipment with instructions available for use on-site and the names of employees with adequate training to implement containment and clean up response.

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3-D: Stormwater Management for Redevelopment

3-D:1. Redevelopment (as applicable to this stormwater regulation) means:

- a. Any construction, alteration, or improvement that disturbs existing impervious area (including demolition and removal of road/parking lot materials down to the erodible subbase) or expands existing impervious cover by any amount, where the existing land use is commercial, industrial, institutional, governmental, recreational, or multifamily residential.
- b. Any redevelopment activity that results in improvements with no increase in impervious area shall be considered redevelopment activity under this regulation if capital cost of improvements is greater than 30% of the appraised property value.
- c. Any new impervious area over portions of a site that are currently pervious.

The following activities are not considered redevelopment unless they meet the above criteria in section D.1.b.:

- Interior and exterior building renovation.
- Resurfacing of an existing paved surface (e.g. parking lot, walkway or roadway).
- Pavement excavation and patching that is incidental to the primary project purpose, such as replacement of a collapsed storm drain.
- Landscaping installation and maintenance.

3-D:2. Redevelopment applications shall comply with the requirements of Sections C.2 Submission Requirements for Stormwater Management Report and Plans, C.3 General Performance Criteria for Stormwater Management Plans, and C.4 Spill Prevention, Control and Countermeasure (SPCC) Plan.

3-D:3. For sites meeting the definition of a redevelopment project and having less than 60% existing impervious surface coverage, the stormwater management requirements will be the same as other new development projects. The applicant must satisfactorily demonstrate that impervious area is minimized, and LID practices have been implemented on-site to the maximum extent practicable.

3-D:4. For sites meeting the definition of a redevelopment project and having more than 60% existing impervious surface area, stormwater shall be managed for water quality in accordance with one or more of the following techniques, listed in order of preference:

- a. Implement measures onsite that result in disconnection or treatment of 100% of the additional proposed impervious surface area and at least 30% of the existing impervious area and pavement areas, preferably using filtration and/or infiltration practices.
- b. If resulting in greater overall water quality improvement on the site, implement LID practices to the maximum extent practicable to provide treatment of runoff generated from at least 60% of the entire developed site area. 38-D:5 Runoff from impervious surfaces shall be treated to achieve at least 80% removal of Total

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Suspended Solids and at least 60% removal of both total nitrogen and total phosphorus using appropriate treatment measures, as specified in the NH Stormwater Manual. Volumes 1 and 2, December 2008, as amended (refer to Volume 2, page 6, Table 2.1 Summary of Design Criteria, Water Quality Volume for treatment criteria) or other equivalent means. Where practical, the use of natural, vegetated filtration and/or infiltration practices or subsurface gravel wetlands for water quality treatment is preferred given its relatively high nitrogen removal efficiency. All new impervious area draining to surface waters impaired by nitrogen, phosphorus or nutrients shall be treated with stormwater BMP's designed to optimize pollutant removal efficiencies based on design standards and performance data published by the UNH Stormwater Center and/or included in the latest version of the NH Stormwater Manual. Note: The Anti-Degradation provisions of the State Water Quality Standards require that runoff from development shall not contribute additional pollutant loads to existing water body impairments.

3-D:6 All newly generated stormwater from redevelopment shall be treated on the development site. Runoff shall not be discharged from a redevelopment site to municipal drainage systems or privately owned drainage systems (whether enclosed or open drainage) or to surface water bodies and wetlands in rates greater than discharged under existing conditions (developed condition or undeveloped condition).

3 E: Stormwater Management Plan and Site Inspections

3-E:1 The applicant shall provide that all stormwater management and treatment practices have an enforceable operations and maintenance plan and agreement to ensure the system functions as designed. This agreement will include all maintenance easements required to access and inspect the stormwater treatment practices, and to perform routine maintenance as necessary to ensure proper functioning of the stormwater system. The operations and maintenance plan shall specify the parties responsible for the proper maintenance of all stormwater treatment practices. The operations and maintenance shall be provided to the Planning Board as part of the application prior to issuance of any local permits for land disturbance and construction activities.

3-E:2 The applicant shall provide legally binding documents for filing with the registry of deeds which demonstrate that the obligation for maintenance of stormwater best management practices and infrastructure runs with the land and that the Town has legal access to inspect the property to ensure their proper function or maintain onsite stormwater infrastructure when necessary to address emergency situations or conditions.

3-E:3 The property owner shall bear responsibility for the installation, construction, inspection, and maintenance of all stormwater management and erosion control measures required by the provisions of these regulations and as approved by the Planning Board, including emergency repairs completed by the town.

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3 F. Stormwater Management Plan Recordation

3-F:1 Stormwater management and sediment and erosion control plans shall be incorporated as part of any approved site plan. A Notice of Decision acknowledging the Planning Board approval of these plans shall be recorded at the Registry of Deeds. The Notice of Decision shall be referenced to the property deed (title/book/page number) and apply to all persons that may acquire any property subject to the approved stormwater management and sediment control plans. The Notice of Decision shall reference the requirements for maintenance pursuant to the stormwater management and erosion and sediment control plans as approved by the Planning Board.

3-F:2 The applicant shall submit as-built drawings of the constructed stormwater management system following construction.

3 G. Inspection and Maintenance Responsibility

3-G:1 Municipal staff or their designated agent shall have site access to complete routine inspections to ensure compliance with the approved stormwater management and sediment and erosion control plans. Such inspections shall be performed at a time agreed upon with the landowner.

- a. If permission to inspect is denied by the landowner, municipal staff or their designated agent shall secure an administrative inspection warrant from the district or superior court under RSA 595-B Administrative Inspection Warrants. Expenses associated with inspections shall be the responsibility of the applicant/property owner.
- b. If violations or non-compliance with a condition(s) of approval are found on the site during routine inspections, the inspector shall provide a report to the Planning Board documenting these violations or non-compliance including recommend corrective actions. The Planning Board shall notify the property owner in writing of these violations or non-compliance and corrective actions necessary to bring the property into full compliance. The Planning Board, at their discretion, may recommend to the Board of Selectmen to issue a stop work order if corrective actions are not completed within 10 days.
- c. If corrective actions are not completed within a period of 30 days from the Planning Board or Board notification, the Planning Board may exercise their jurisdiction under RSA 676:4-a Revocation of Recorded Approval.

3-G:2 The applicant shall bear final responsibility for the installation, construction, inspection, and disposition of all stormwater management and erosion control measures required by the Planning Board. Site development shall not begin before the Stormwater Management Plan receives written approval by the Planning Board.

3-G:3 The municipality retains the right, though accepts no responsibility, to repair or maintain stormwater infrastructure if: a property is abandoned or becomes vacant; and in the event a property owner refuses to repair infrastructure that is damaged or is not

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functioning properly.

3-G:4 Landowners shall be responsible for submitting a report every three years to the Planning Board by September 1. The first report shall be due within one year of the issuance of an occupancy permit, with subsequent reports due every three years. Landowners shall be responsible for submitting reports to the Planning Board by September 1 by a qualified, licensed engineer that all stormwater management and erosion control measures are functioning per the approved stormwater management plan. The report shall note if any stormwater infrastructure has needed any repairs other than routine maintenance and the results of those repairs. If the stormwater infrastructure is not functioning per the approved stormwater management plan the landowner shall report on the malfunction in their annual report and include detail regarding when the infrastructure shall be repaired and functioning as approved.

If a required report is not filed by September 1, municipal staff or their designated agent shall have site access to complete routine inspections to ensure compliance with the approved stormwater management and sediment and erosion control plans. Such inspections shall be performed at a time agreed upon with the landowner.

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Table 1. Stormwater Infrastructure Design Criteria

Design Criteria	Description										
Water Quality Volume (WQV)	$WQV = (P)(R_v)(A)$ $P = 1$ inch of rainfall $R_v =$ unitless runoff coefficient, $R_v = 0.05 + 0.9(I)$ $I =$ percent impervious cover draining to the structure converted to decimal form $A =$ total site area draining to the structure										
Water Quality Flow (WQF)	$WQF = (q_u)(WQV)$ $WQV =$ water quality volume calculated as noted above $q_u =$ unit peak discharge from TR-55 exhibits 4-II and 4-III Variables needed for exhibits 4-II and 4-III: $I_a =$ the initial abstraction = 0.2S $S =$ potential maximum retention in inches = $(1000/CN) - 10$ $CN =$ water quality depth curve number $= 1000 / (10 + 5P + 10Q - 10[Q^2 + 1.25(Q)(P)]^{0.5})$ $P = 1$ inch of rainfall $Q =$ the water quality depth in inches = WQV/A $A =$ total area draining to the design structure										
Groundwater Recharge Volume (GRV)	$GRV = (A_i)(R_d)$ $A_i =$ the total area of effective impervious surfaces that will exist on the site after development $R_d =$ the groundwater recharge depth based on the USDA/NRCS hydrologic soil group, as follows: <table> <tr> <th>Hydrologic Group</th><th>R_d (inches)</th></tr> <tr> <td>A</td><td>0.40</td></tr> <tr> <td>B</td><td>0.25</td></tr> <tr> <td>C</td><td>0.10</td></tr> <tr> <td>D</td><td>0.00</td></tr> </table>	Hydrologic Group	R_d (inches)	A	0.40	B	0.25	C	0.10	D	0.00
Hydrologic Group	R_d (inches)										
A	0.40										
B	0.25										
C	0.10										
D	0.00										
Channel Protection Volume (CPV)	If the 2-year, 24-hour post-development storm volume <u>does not increase</u> due to development then: control the 2-year, 24-hour post-development peak flow rate to the 2-year, 24-hour predevelopment level. If the 2-year, 24-hour post-development storm volume <u>does increase</u> due to development then: control the 2-year, 24-hour post-development peak flow rate to ½ of the 2-year, 24-hour pre-development level or to the 1-year, 24-hour pre-development level.										
Peak Control	Post-development peak discharge rates shall not exceed pre-development peak discharge rates for the 10-year and 50-year, 24-hour storms										
EIC and UDC	$\%EIC =$ area of effective impervious cover/total drainage areas within a project area x 100 $\%UDC =$ area of undisturbed cover/total drainage area within a project area x 100										

NH DES Stormwater Manual: Volume2 Post-Construction Best Management Practices Selection & Design (December 2008)

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4. TOPSOIL PROTECTION

4-A Open Drainage Infrastructure

All ditches, slopes, drainage ways, and other disturbed areas shall be loamed and seeded within two (2) weeks of final grading

4-B Topsoil Distribution

Topsoil moved during the course of construction shall be redistributed to provide at least six (6) 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 unless approved by the Planning Board or the Town Engineer.

5. WATER AND SEWER FACILITIES

5-A Community Water and Sewer Systems

Such systems proposed by a Subdivider shall be of sufficient capacity to serve the Subdivision and shall be designed and constructed for incorporation into the future Town systems. All such facilities shall meet the requirements of and be approved by the NHDES, local and county health and public works agencies, and/or other public body having jurisdiction.

5-A-1 Plans to include:

- 1) Two (2) foot contour intervals.
- 2) Well site with two hundred (200) foot protective radius. No subsurface disposal system permitted in this area.
- 3) All lots numbered.
- 4) Distribution system with water line sizes, pipe material, buried depth of piping, frost protection (if necessary), and all valving and hydrant locations.
- 5) Collection system with sewer line sizes, community subsurface disposal area, pipe material, pipe slope, buried depth of piping, manhole and pump station locations.
- 6) Indicate type of establishment; manufactured housing park, apartment buildings, etc.

5-A-2 Complete quality analysis for the well water as conducted by the State Water Testing Laboratory within the past six (6) months.

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5-A: 3. Continuous forty-eight (48) hour yield test log of the well showing water level and rate of pumping at one hour intervals.

5-A:4. Schematic drawing of pump house piping.

5-A:5. Detailed elevation of pump house facilities.

5-A:6. Detailed elevations of well design.

5-A:7. Detailed subsurface disposal design.

5-A:8. Storage facilities to be provided.

5-A:9. Characteristic curve for all pumps-well and booster.

5-A:10. The proposed water systems must meet all the requirements of the NHDES Water Engineering Bureau at the date plans are presented to and accepted by the Board.

5-A:11. 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.

5-B. Individual Water and Sewer Systems

Individual wells and subsurface disposal facilities shall in all respects comply with all applicable local, county and/or state requirements including those of the NHDES. In areas not currently served by common sewer systems, it shall be the responsibility of the Applicant to provide adequate information to the installation and operation of an individual sewerage disposal system (septic tank and drain field). The Applicant 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.

5-B:1. 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.

6. WINTER CONDITIONS

6-A:1. 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.

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6-A:2. All disturbed areas shall be stabilized with pavement, a road gravel base, 85% mature vegetation cover, or riprap by November 15th. Disturbed areas not stabilized by November 15th shall be protected with over-winter stabilization in accordance with the New Hampshire Stormwater Manual (latest edition).

6-A:3. No construction activities shall be permitted after November 15th and before April 15th without prior written approval by the Board or the Town Engineer.

7. EROSION CONTROL

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 Applicant/Owner 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.

8. TIME LIMIT TO COMPLETE

At the time of the Board's approval of a Final Plat/Plan, 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 shall be completed. In the event no time limit is specified by the Board, all such improvements and repairs shall be completed within three (3) years of the date of such Final Approval. This time limit may be extended by mutual agreement of the Applicant/Owner and the Planning Board.

Section VIII. Inspections and Performance Guarantee

1. PERFORMANCE AND INSPECTION OF WORK

1-A. 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 New Hampshire Department of Transportation Standard Plans for Road Construction (latest edition). Any work or materials not conforming to the foregoing standards may be considered defective and rejected by the Town Engineer. All work and materials rejected by the Town Engineer as defective shall be removed and corrected by the Applicant/Owner. 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 Applicant/Owner.

1-B. The Town Engineer will be the Board's representative during the construction or required improvements. The Town 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 Applicant/Owner 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. The Applicant/Owner 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.

The Applicant/Owner 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.

Land Subdivision Regulations – Town of Hampstead New Hampshire

Section VIII: Inspections and Performance Guarantee

1-C. The Applicant/Owner 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 Applicant/Owner 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 Applicant/Owner to carry out the work as required herein.

1-D. The Applicant/Owner shall upon demand, promptly reimburse the Town for the expense of all inspection work performed by the Engineer pursuant to the provisions in this Section. Applicant/Owner 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 Applicant/Owner fails to make reimbursement as and when required hereunder the Town may appropriate such cash deposit as necessary to affect reimbursement.

2. PERFORMANCE GUARANTEE

2-A. Estimate of Cost

Prior to the submission of the Final Plat/Plan to the Board, the Applicant/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.

2-B. Posting of Performance Guarantee

As a condition of the approval of a Final Plat/Plan by the Board, the Applicant/Owner 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.

2-C. 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

Land Subdivision Regulations – Town of Hampstead New Hampshire

Section VIII: Inspections and Performance Guarantee

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.

2-D. 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 Applicant/Owner and approved by the Engineer, whichever is later, and shall be conditioned in part upon the faithful correction by the Applicant/Owner 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 Applicant/Owner not earlier than the tenth nor later than the eleventh month following approval by the Engineer.

3. MAINTENANCE OF IMPROVEMENTS AND FACILITIES

All facilities and improvements with respect to which the Applicant/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.

Land Subdivision Regulations – Town of Hampstead New Hampshire

Section IX: Compliance with Regulations - Penalties

Section IX. Compliance with Regulations - Penalties

1. TRANSFERRING LOTS IN UNAPPROVED SUBDIVISIONS

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 and recorded in the Rockingham County Registry of Deeds. As provided in RSA 676:16, 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 civil penalty of One Thousand Dollars (\$1,000) for each lot or parcel so transferred or sold; 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.

2. FINES AND PENALTIES FOR VIOLATIONS

Any person who violates these Regulations or any provision or specification of any application, plat or plan approved by the Board shall be subject to the fines, penalties, and remedies in RSA 676:16 and 676:17, as amended. Each day that the violation continues shall constitute a new violation.

Land Subdivision Regulations – Town of Hampstead New Hampshire

Section X: Waivers

Section X. 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. The basis for the Board's waiver shall be recorded in the minutes.

Land Subdivision Regulations – Town of Hampstead New Hampshire

Section XI: Amendments

Section XI. 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.

Land Subdivision Regulations – Town of Hampstead New Hampshire

Section XII: Appeals

Section XII. Appeals

Pursuant to RSA 677:15, any persons aggrieved by any decision of the Planning Board concerning a Plat or Subdivision 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 date upon which the Planning Board voted to approve or disapprove the application. (See RSA 677:15 for full description.)

Land Subdivision Regulations – Town of Hampstead New Hampshire

Section XIII: Conflicting Provisions

Section XIII. Conflicting Provisions

Where any section of these Regulations conflicts with another, or with any other local regulations or ordinances, the requirement imposing the greater restriction or higher standard shall apply. In addition, the fact that a requirement under these Regulations is less restrictive than a federal or state regulation or statute does not relieve an Applicant from compliance with the terms of the federal or state regulation or statute, unless specifically authorized by said regulation or statute.

Land Subdivision Regulations – Town of Hampstead New Hampshire

Section XIV: Severability

Section XIV. Severability

The provisions of these Regulations shall be severable, and if any phrase, clause, sentence or provision of these Regulations shall for any reason be held invalid or unconstitutional, the validity of the remainder of these Regulations shall not be affected.

Section XV. Appendices

1. FLOW CHART

2. TYPICAL SECTIONS FOR ROADS

2-A. GENERAL NOTES

- 2-A:1.** Local (Class C) Street - Through "fill" area
- 2-A:2.** Local (Class C) Street - Through "cut" area
- 2-A:3.** Typical Temporary Turnaround
- 2-A:4.** Typical Permanent Turnaround - "tear drop" design
- 2-A:5.** Typical Permanent Turnaround - "lolly pop" design
- 2-A:6.** Typical Permanent Turnaround - reversed "P" design

Land Subdivision Regulations – Town of Hampstead New Hampshire

Section XV: Appendices

3. DRIVEWAY REGULATIONS

A. AUTHORITY

1. Pursuant to the authority vested in the Hampstead Planning Board by the legislative body of Hampstead, and in accordance with the provisions of New Hampshire Revised Statutes Annotated (RSA) 674:35, Power to Regulate Subdivisions and RSA 236:13, Driveways and Other Accesses to Public Ways, and RSA 236:14, Penalty, as amended, the Hampstead Planning Board adopts the following Regulation governing residential driveways within the Town of Hampstead, NH.
2. These Regulations shall be known, and may be cited as, the "Town of Hampstead Driveway Regulations", hereinafter referred to as "Driveway Regulations". These Regulations revise and replace any prior driveway regulations, as amended, and take effect upon adoption by the Planning Board and filing with the Town of Hampstead Town Clerk in accordance with RSA 675:6. A copy of these Regulations shall also be filed with the New Hampshire Office of Strategic Initiatives in accordance with RSA 675:9.
3. The Planning Board authorizes the Town of Hampstead Code Enforcement Official to administer driveway applications within the Town of Hampstead.
4. The Planning Board authorizes the Town of Hampstead Road Agent to approve or deny driveway applications within the Town of Hampstead egressing onto existing Town roads.
5. The Planning Board authorizes the Town of Hampstead Engineer to approve or deny driveway applications within the Town of Hampstead egressing onto roads proposed to Town roads.

B. Need

1. Any person wishing to construct a new, modify or improve any residential driveway on an existing lot of record that egresses onto any Town road shall file a Hampstead Driveway Permit Application with the Hampstead Code Enforcement Official.
2. Any person wishing to construct a new, modify or improve any residential driveway on an existing lot of record that egresses onto any State highway shall file a driveway permit with the New Hampshire Department of Transportation (NHDOT). It shall be the responsibility of the Applicant to coordinate with the NHDOT District 5 and/or 6 Offices to secure (if necessary) a state driveway permit.
3. Any person wishing to construct a new, modify or improve any residential driveway on an existing lot of record that egresses onto anything other than a Town road or State highway shall file the necessary egress permit with the

Land Subdivision Regulations – Town of Hampstead New Hampshire

Section XV: Appendices

appropriate federal, state or local agency. It shall be the responsibility of the Applicant to coordinate with the appropriate federal, state or local agency to secure (if necessary) an egress permit.

4. Any person wishing to construct a new, modify or improve any non-residential driveway on an existing lot of record that egresses onto any Town road shall file a Site Plan Amendment with the Hampstead Planning Board.

C. PURPOSE

This driveway regulation is to insure all new, modified or improved driveways comply with the standards herein. The purpose of this regulation is as follows:

- 1) Provide safety to vehicles and pedestrians traveling along Town roads;
- 2) Control traffic movement;
- 3) Minimize conflict points;
- 4) Acquire appropriate sight distance on or to any class of road in the Town of Hampstead;
- 5) Maintain serviceability of affected roadways;
- 6) Monitor the design and construction of residential driveways;
- 7) Maintain compliance with applicable federal and state and local land laws;
- 8) Protect the roadway from damage;
- 9) Ensure adequate stormwater management to provide proper drainage and flowage of surface water;
- 10) Ensure adequate and safe access for emergency vehicles; and
- 11) Provide uniform procedures and standards for residential driveway construction or alteration.

F. APPLICATION

1. Applicants can obtain a Hampstead Driveway Application(s) from the Hampstead Planning Board, Hampstead Code Enforcement Official, at the end of this regulation, and on the Town website.
2. Applicants are to complete and file the driveway application(s), including any supplemental information and application fee(s), to the Hampstead Code Enforcement Official. Incomplete application(s), including, omissions of supplemental information and/or fee(s), shall be sufficient grounds for delay or denial of the driveway application.
3. Subdivisions (new or amended) are required to file a driveway application for each lot within the subdivision. Each driveway application is to be filed separately to the Hampstead Code Enforcement Official and after approval from the Hampstead Planning Board for the new or amended subdivision.

D. ADMINISTRATION

1. The Hampstead Code Enforcement Official, in conjunction with the Hampstead Road Agent, shall review all driveway applications egressing onto existing Town roads. At the discretion of the Hampstead Code

Land Subdivision Regulations – Town of Hampstead New Hampshire

Section XV: Appendices

- Enforcement Official and the Hampstead Road Agent, further investigation by the Town Engineer may be warranted.
2. The Hampstead Code Enforcement Official, in conjunction with the Hampstead Town Engineer, shall review all driveway applications egressing onto proposed Town roads.
 3. Driveway applications shall be reviewed for, but not limited to, compliance with driveway regulations described herein; existing site conditions; and, approvals/restrictions imposed on the subject lot by the Hampstead Zoning Board of Adjustments (ZBA), Hampstead Planning Board, and public easements.
 4. Decisions (approval, denial, or request for additional information) of driveway applications shall be made within thirty (30) calendar days of the receipt of the application.
 5. In the event additional information is requested by the Hampstead Code Enforcement Official, the Applicant shall be responsible for preparing and filing (at their expense) the additional information requested to support a driveway application decision. Decisions (approval or denial) of driveway applications shall be made within fourteen (14) calendar days of the receipt of the additional information.
 6. If a driveway application is denied, the Hampstead Code Enforcement Official shall provide a written notification to the Applicant stating the reason for disapproval.
 7. All approved driveway permit(s) shall be assigned a permit number corresponding to the Tax Map, Lot Number and year of approval. A signed and dated copy of the approved permit shall be issued to the Applicant stating the terms and specifications of the construction or alteration of the driveway.
 8. All approved driveway permit(s) are not valid unless approved by both the Hampstead Code Enforcement Official and the Hampstead Road Agent and bear both signatures.
 9. Approved driveway applications are valid for ninety (90) calendar days from the approved date of the permit.
 10. Extensions to the expiration of an approved driveway permit(s) can be requested, in writing by the Applicant, to the Hampstead Code Enforcement Official no later than fourteen (14) calendar days prior to the expiration date of the permit. Decisions (approval or denial) by the Hampstead Code Enforcement Official, in conjunction with the Hampstead Road Agent, shall be made within fourteen (14) calendar days of the receipt of the extension request.

Land Subdivision Regulations – Town of Hampstead New Hampshire

Section XV: Appendices

E. Fee

1. The Hampstead Driveway Application fee shall be identified on the driveway application.
2. In the event review is provided by the Town Engineer, the associated costs shall be borne by the Applicant and shall be paid prior to receiving approved permit.

G. Design Standards

1. Each single parcel of lot on record shall be serviced by its own driveway. Common driveways may be permitted upon special request, in writing by the Applicant, and shall receive approval from the Hampstead Planning Board, Hampstead Code Enforcement Official and Hampstead Road Agent.
2. No more than one (1) egress shall be permitted to a single parcel of lot on record on a single Town road.
 - a. A second egress to a single parcel of lot on record may be permitted upon special request, in writing by the Applicant, and shall receive approval from the Hampstead Planning Board, Hampstead Code Enforcement Official and Hampstead Road Agent. At a minimum, the single parcel of lot on record shall have frontage no less than five hundred (500) feet and other stipulations as deemed appropriate by the Hampstead Planning Board, Hampstead Code Enforcement Official and Hampstead Road Agent.
3. The egress of a driveway shall demonstrate and maintain an all-season safe sight distance of four hundred (400) feet in both directions along the Town road. An all-season sight distance shall be defined as the line that encounters no visual obstruction between 2 points, each at a height of 3 feet 9 inches above the pavement, allowing for a snow windrow and/or seasonal changes. The line represents the line of sight between the operator of a vehicle using the driveway (point 1) located 14.50 feet from the edge of the travel lane and the operator of a vehicle approaching from either direction (point 2).
4. The minimum offset of a driveway from a rural intersection shall be two hundred (200) feet. The minimum offset of a driveway from an urban intersection shall be fifty (50) feet.
 - a. The minimum offset distance shall be measured along the right-of-way edge-of-pavement, commencing at the nearest edge of the driveway tangent (not egress flare) and the cross-road edge-of-pavement tangent (not egress flare).
 - b. Driveways to be located on the opposite side of T-intersections shall conform to the urban intersection standard.

Land Subdivision Regulations – Town of Hampstead New Hampshire

Section XV: Appendices

- c. The Hampstead Planning Board, Hampstead Code Enforcement Official and Hampstead Road Agent shall have the authority to increase these distances if, in the Town's opinion, such action is necessary for the protection of traffic.
 - d. The Hampstead Planning Board, Hampstead Code Enforcement Official and Hampstead Road Agent may also modify these requirements, on the basis of specific site conditions.
- 5. The minimum offset of a driveway from an existing abutting driveway (same side of road) shall be twenty-five (25) feet; as measured in Section 3.G.4.a.
- 6. The location of driveway(s), including any egress flare, shall not be within five (5) feet of a side property line. Shared driveways shall also not be located within five (5) feet of the non-shared side property line.
- 7. The location of a driveway from an existing opposing driveway shall be aligned directly across.
- 8. The width of a driveway shall be no less than twelve (12) feet and no greater than twenty-four (24) feet between the Town right-of-way and the right-of-way edge-of-pavement.
- 9. The angle of a driveway with respect to the right-of-way edge-of-pavement is preferred to be ninety (90) degrees, but shall not be less than sixty (60) degrees.
- 10. The slope of the driveway shall not exceed five percent (5%) within twenty (20) feet of the point where the driveway intersects the right-of-way edge-of-pavement. If the slope of the driveway is equal to, or steeper, than five percent (5%), a grading a plan will be required to be submitted as part of the driveway application.
- 11. The parking area of the driveway shall be a minimum of twelve (12) feet in width, twenty (20) feet in length and sloped less than five percent (5%).
- 12. The apron of the driveway shall extend to the right-of-way limits and be the full width of the driveway. The material section of the driveway apron within the right-of-way shall consist of twelve (12) inches of New Hampshire Department of Transportation (NHDOT) Section 304.2 gravel sub-base material, overlaid by six (6) inches of NHDOT 304.3 crushed gravel base material, two and half (2-1/2) inches of 3/4-inch base hot-mix asphalt (HMA) and one and half (1-1/2) inch of 3/8-inch surface HMA. The gravel materials shall be compacted to no less than 95% of optimum dry density (ASTM D698 – Standard Proctor).

Land Subdivision Regulations – Town of Hampstead New Hampshire

Section XV: Appendices

13. The material section of a driveway (paved or unpaved) outside of the right-of-way is not governed by this regulation. The Applicant is recommended to construct a driveway to support wheel loads of delivery and emergency vehicles. The Town is not responsible for any all driveway damage as a result of Town vehicles.
14. The tie-in of the driveway to the right-of-way shall be constructed by saw-cutting the existing edge-of-pavement driveway/travel-lane joint, excavating existing material within the right-of-way, placing/compacting new gravel material as required by this driveway regulation, applying tack coat of emulsified asphalt to the vertical surface of the right-of-way pavement, and placing/compacting new HMA material as required by this driveway regulation.
15. The length of a driveway shall not be limited, but shall include a 'L'-shaped turn-around for driveways equal to or greater than seventy-five (75) feet in length, or a 'T'-shaped turn-around for driveways equal to or greater than two hundred, fifty (250) feet in length
16. All driveways shall not impede the flow of stormwater runoff from the Town road. It shall be the responsibility of the Applicant to manage stormwater runoff as a result of the driveway to mitigate runoff from standing/ponding within the right-of-way.
17. Driveway culverts, construction/replacement and maintenance, shall be the responsibility of the Applicant.
 - a. Culverts shall be either reinforced concrete pipe (RCP) or smooth-interior, corrugated-exterior high-density polyethylene (HDPE) pipe, Type S.
 - b. Culvert sizes shall be no less than fifteen (15) inches in diameter, sloped a minimum of quarter (1/4) inch per foot, consist of eighteen (18) inches of cover over the crest of pipe, and extend two (2) feet either side of the driveway edge-of-pavement.
 - c. Culvert inlet(s) shall consist of 3,000 psi cast-in-place or pre-cast concrete headwall(s).
 - d. Culverts outlet(s) shall consist of a flared-end section along the outlet side.
 - e. If determined to be required by the Hampstead Code Enforcement Official, a closed drainage system (catch basin, drop inlets, frames & grates, drainage pipes, etc.) shall be designed by a New Hampshire licensed civil engineer and installed by the Applicant. The closed drainage design shall be filed with the Hampstead Code Enforcement Official for review. The cost of the design and installation shall be borne by the Applicant.

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- f. If determined to be required by the Hampstead Code Enforcement Official, erosion control measures shall be installed by the Applicant to mitigate erosion (runoff velocities of equal to or greater than one (1) foot per second).
18. Erosion and sedimentation control shall be the responsibility of the Applicant in accordance with New Hampshire Stormwater Manual, Volume 3, Erosion and Sediment Controls During Construction (dated December 2008 or latest edition). No sediment shall be allowed to discharge from the site, enter the Town's right-of-way or enter environmentally sensitive areas.
19. If in the opinion of the Hampstead Code Enforcement Official, if a driveway entrance will generate sufficient traffic to interfere with existing traffic conditions, the Applicant shall complete and file a Traffic Study as outlined by Section III.D.1 of the Hampstead Land Subdivision Regulations.
20. The construction of the driveway shall be completed in a manner to maintain and/or improve existing right-of-way conditions subject to the approval of the Hampstead Code Enforcement Official. This shall include, but not be limited to, proper installation of street curbing, roadway side slopes, driveway culverts, drainage swales, areas of erosion, etc.
21. Dig-Safe requirements shall be the responsibility of the Applicant, as specified by New Hampshire state law, RSA 374:51 and 374:55.
22. Traffic control shall be the responsibility of the Applicant.
 - a. Traffic control shall consist of furnishing, erecting and maintaining temporary construction signs, barricades, channeling devices, flagmen, lights or other warning devices to provide safe travel of the public.
 - b. Traffic control plans shall be submitted to the Hampstead Road Agent for all work located within the Town's right-of-way. Traffic control plans shall be approved prior to the beginning of work.
 - c. Traffic control shall be performed in accordance with the provisions of the Manual On Uniform Traffic Control Devices (2009 edition or later) and Sections 615 and 618 of the New Hampshire Department of Transportation (NHDOT) Standard Specifications for Road and Bridge Construction (2016 edition or later).
 - d. Traffic control shall be accomplished by the use cones, barricades, flashing lights, signs, flaggers and traffic officers as necessary. Flaggers or uniformed police officers shall be used wherever construction severely restricts the flow of traffic in frequently traveled roads, or as required to direct traffic through or around the work or as ordered. If the Hampstead Road Agent determines acceptable traffic control is not maintained, the

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Section XV: Appendices

Contractor may be required to suspend work that interferes with traffic.

- e. Traffic control shall also include the implementation of protective barriers, appropriate warning devices/signs to provide safe passage of pedestrians when work encroaches upon sidewalk, walkway or crosswalk area.

23. No construction of any driveway shall be between the 15th of November and the 15th of April.

24. All construction activities shall be executed in accordance with the Hampstead Noise Ordinance.

25. No structures, other than drainage, guardrails and mailboxes are permissible to be located within the right-of-way.

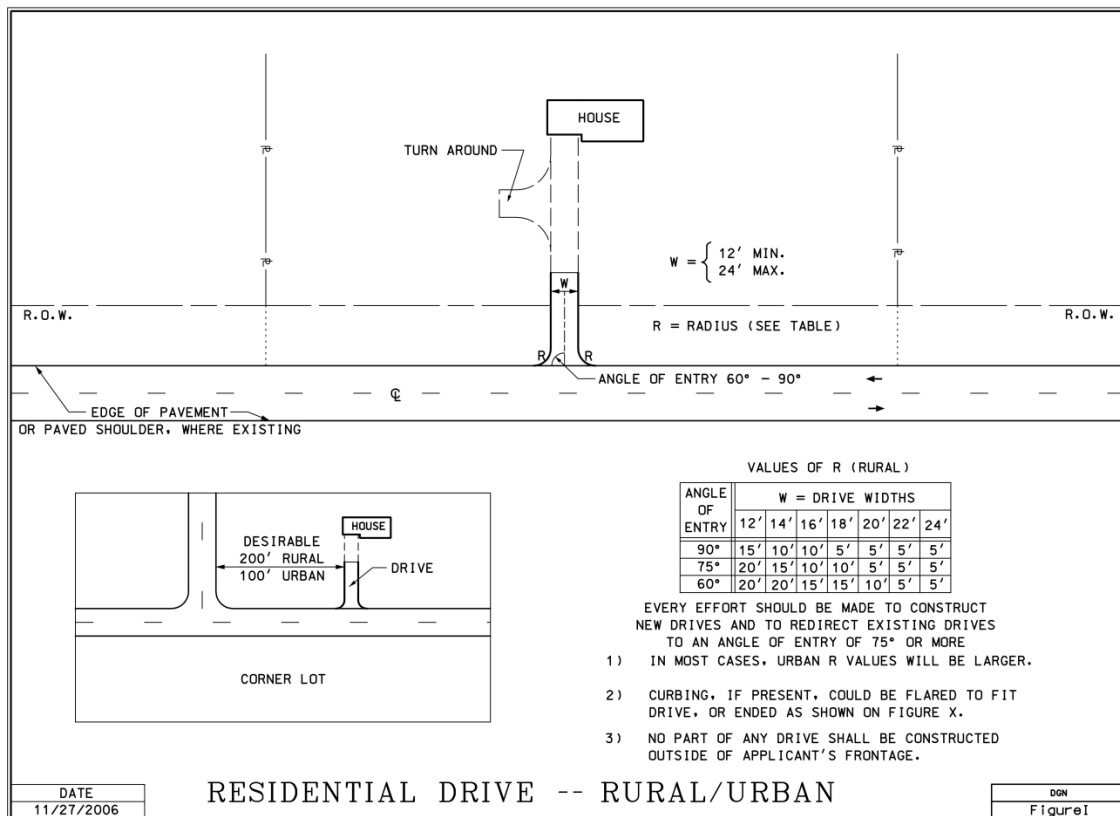


Figure 1

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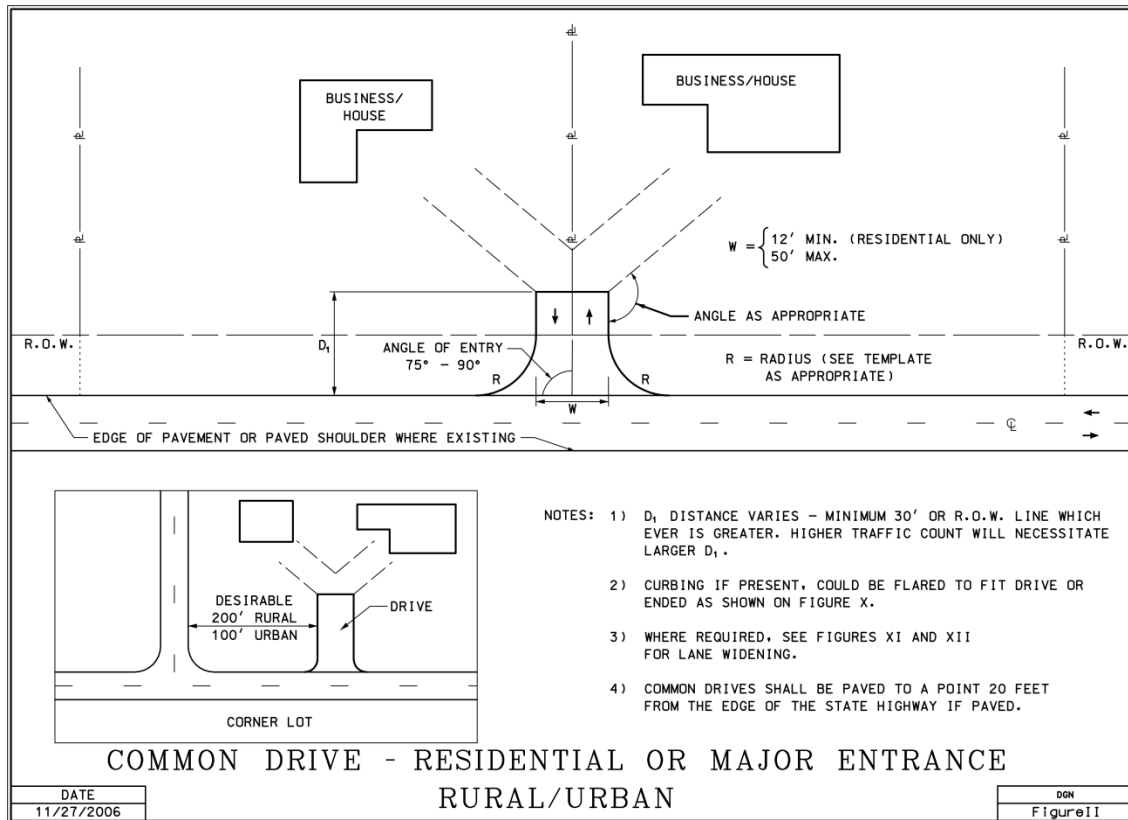


Figure 2

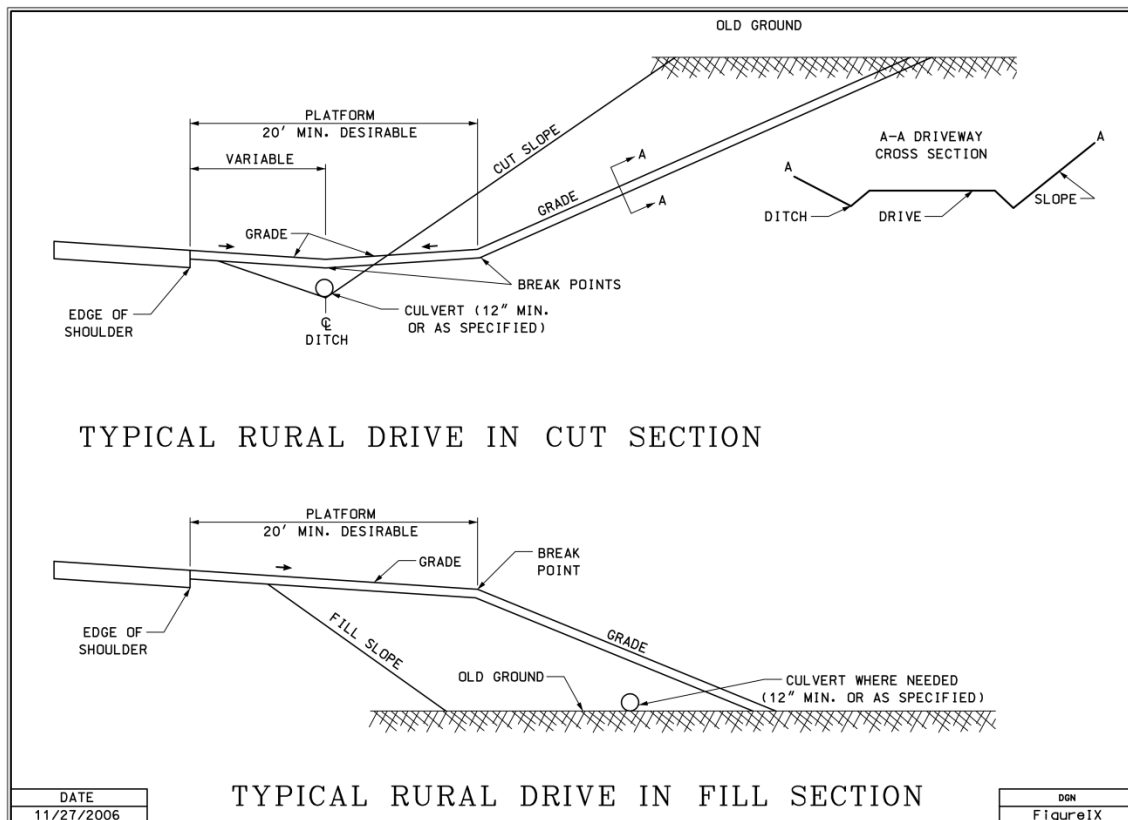


Figure 3

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H. Enforcement.

1. Inspection(s) of work completed within the right-of-way shall be performed by the Code Enforcement Official. Applicant shall be responsible for notifying the Code Enforcement Official upon completion of and 48-hours prior to subsequent construction activities. Construction activities shall include, but not be limited to, excavation, installation of culverts, placement/compaction of gravel material and placement/compaction of HMA.
2. For new building lots, paved driveway aprons shall be installed prior to issuance of a certificate of occupancy (C.O.) and inspected by the Planning Board or its designee.
3. Driveway aprons for existing lots-of-record shall be paved as a condition of driveway permit approval.
4. Upon determination by the Hampstead Code Enforcement Official that a violation of these regulations has occurred, notice shall be given to the landowner regarding appropriate enforcement procedures.
5. Enforcement of this regulation is the statutory responsibility of the Board of the Selectmen or their designee and in accordance with RSA 676:17, as amended.
6. Applicant shall contact the Code Enforcement Official during Department hours.

I. APPEALS.

Any person aggrieved from the decision of the Hampstead Code Enforcement Official in enforcing any zoning ordinance may appeal to the Zoning Board of Adjustment (ZBA) in accordance with RSA 674:33, Powers of Zoning Board of Adjustment, as amended.

Any person aggrieved from a decision of the Hampstead Code Enforcement Official regarding an approved subdivision or regulation of the Planning Board may present to superior court a duly verified petition in accordance with RSA 677:15, Court Review, as amended.

J. PENALTY.

As provided under RSA 236:14, any person who violates any provision of RSA 236:13 or these regulations shall be guilty of a violation or a misdemeanor and shall be liable for the cost of restoration of the street to the satisfaction of the Board of Selectmen or their designee.

K. DRIVEWAY PERMIT APPLICATION

SEE FOLLOWING PAGE

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4. FEE SCHEDULE

4-A. The Hampstead Planning Board Fee Schedule is set as follows:

Site Plan:	\$100.00
Subdivision Plan:	\$100.00, plus cost per lot as listed below:
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
Lot Line Change:	\$ 30.00 each lot
Consolidation of Lots	\$ 25.00 each lot
Recording:	\$ 50.00 per visit to County Registry, plus cost imposed by the County Registry
Returned Check:	\$ 50.00

4-B. The Abutter Notification per RSA 676:4 Fee Schedule is set as follows:

Certified Letters:	\$ 10.00 (domestic)* \$ 20.00 (international)* *cost is per abutter, applicant, and any person(s) whose name appears on the plan.
Legal Advertisement:	\$150.00 per advertisement

4-C. The Engineering Review Fee Schedule is set as follows:

Pre-Application Review:	\$600.00
Design Review:	Per Contract**
Construction Review:	Per Contract**

**A \$1,500.00 deposit is required at the time of requesting an Engineering Review. Costs are invoiced at a flat hourly rate. Remaining funds of the initial deposit shall be returned to the Applicant upon reporting that all application fees have been paid in full.

4-D. Copy and Printing Fees \$1.00 per page