

HAMPSTEAD PLANNING BOARD

11 Main Street, Hampstead, New Hampshire 03841-2033

SITE PLAN APPLICATION CHECKLIST

Submitted
Yes No

		1	Description of proposed site development, name and addresses of property owners, tax map and lot
		2	Name, address, license number and seal of surveyor or other persons; north arrow, graphic scale, and date of plan
		3	Signature block for Planning Board endorsement
		4	Locus map superimposed on Town Tax map and zoning designations
		5	Boundary survey and location of permanent markers
		6	Name and addresses of all abutters and all holders of conservation, preservation, or agricultural preservation easements
		7	At least two (2) ties to New Hampshire State Grid Coordinate System
		8	A statement that the proposed driveway centerlines and building locations have been adequately flagged on the ground to allow on-site evaluation of the proposed development by the Board and Engineer
		9	Location of building setback lines & buffers
		10	Plan and elevation views of all proposed buildings with their locations, size, use, floor elevations, and facade
		11	Water courses and flood zone locations with base flood elevations that may exist within five hundred (500) feet of the site boundaries
		12	All land within one thousand (1,000) feet of any portion of the Subdivision in which the Owner/Applicant has an interest
		13	Existing and proposed topographic contours
		14	Existing soils and wetlands delineation based on a High Intensity Soils Survey (HISS)
		15	Location, width, curbing, and paving of egress ways to/from the site
		16	Locations and dimensions of on-site travel-aisles
		17	Locations, dimensions, and calculations of all off-street parking
		18	Locations and dimensions of loading zones
		19	Locations and identifications, in accordance with the Manual of Uniform Traffic Control Devices (MUTCD), of traffic signs
		20	Traffic control pavement markings/stripping
		21	On-site truck maneuvering movements
		22	Location of all existing and proposed electric, telephone, cable, gas, and any other public utilities
		23	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
		24	Locations and dimensions of solid waste management systems with appropriate screening methods
		25	Plan shall delineate the proposed septic system; at least one (1) test pit shall be located within the confines of the proposed septic system area
		26	Location, type, size, height, and design of proposed signs and other advertising or instructional devices

Signature of Consultant/Applicant

Signature of PB Agent

Submitted
Yes No

		27	Location, type, and foot-candles of outdoor lighting facilities
		28	The type, extent, existing or proposed planting size, and location of existing and proposed landscaping and open space area indicating what existing open space areas will be retained
		29	Data Listing: minimum lot size, minimum lot frontage, minimum front, side, and rear setbacks, maximum lot coverage, maximum building height, parking spaces, area of open space/conservation strips
		30	Plans for stormwater management and erosion control
		31	Plans for grading and drainage
		32	Copy of state subdivision approval
		33	Alteration of Terrain Permit
		34	NH DOT Driveway Permit
		35	Copy of any easements/deed restrictions
		36	Any additional reports or studies

Signature of Consultant/Applicant

Signature of PB Agent