

**Office of the Planning Board**

**Town of Barnstead**

P.O. Box 11

Center Barnstead, NH 03225

603-269-2299 x 4

**APPLICATION FOR SITE PLAN REVIEW**

1. Location \_\_\_\_\_  
Street Tax Map Lot Number

Zoning District within which parcel resides:

Agricultural/Residential \_\_\_\_\_

Village District \_\_\_\_\_

Commercial \_\_\_\_\_

Suburban \_\_\_\_\_

Is parcel in aquifer recharge protection district?

Yes \_\_\_\_\_ No \_\_\_\_\_

2. Applicant's Name: \_\_\_\_\_

Telephone Number: Home \_\_\_\_\_ Other \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Town

State

Zip

E-Mail Address \_\_\_\_\_

3. Property Owner's Name: \_\_\_\_\_

(If Different from Applicant)

Mailing Address: \_\_\_\_\_

Town

State

Zip

E-Mail Address: \_\_\_\_\_

4. Business Name: \_\_\_\_\_

5. Have names and addresses of all Abutters been submitted on a separate sheet? Yes \_\_\_ No \_\_\_

6. Will this involve the addition of regulated materials? Yes \_\_\_\_\_ No \_\_\_\_\_

7. What is the present use of the property? \_\_\_\_\_

8. What is the proposed use of the property \_\_\_\_\_

9. Submit a copy of the deed.

10. Number of employees: presently \_\_\_\_\_ proposed \_\_\_\_\_

11. Gross square feet: presently \_\_\_\_\_ proposed \_\_\_\_\_

12. Number of bathrooms presently \_\_\_\_\_ proposed \_\_\_\_\_

13. Parking area (in sq. ft.) presently \_\_\_\_\_ proposed \_\_\_\_\_

14. Lighting presently \_\_\_\_\_ proposed \_\_\_\_\_

15. Number of stories \_\_\_\_\_

16. Total acreage \_\_\_\_\_

17. Hours of Operation \_\_\_\_\_

18. Include Proposed Signage Diagram

19. I/We give Permission for a Site Walk on the Property Yes \_\_\_\_\_ No \_\_\_\_\_

20. I/We have read the Site Plan Review Regulations Yes \_\_\_\_\_ No \_\_\_\_\_

21. I/We understand if any changes are made to the originally approved Site Plan, a New Site Plan must be presented. Yes \_\_\_\_\_ No \_\_\_\_\_

Signature of Applicant/Agent \_\_\_\_\_

Print or Type Name \_\_\_\_\_

**Office of the Planning Board**

**Town of Barnstead**

P.O. Box 11

Center Barnstead, NH 03225

603-269-2299 x 4

**CHECKLIST FOR SITE PLAN REVIEW**

All proposed site plan submissions shall be accompanied by a properly completed, dated and signed application, along with a completed copy of this Checklist. (Available from the Planning Board Office) Such Application and Checklist shall be filed with the clerk not less than thirty (30) days prior to the scheduled meeting.

Site Location: \_\_\_\_\_ Tax Map \_\_\_\_\_ Lot Number \_\_\_\_\_

Owner: \_\_\_\_\_ Date Submitted \_\_\_\_\_

Engineer/Agent: \_\_\_\_\_

The final submission and drawing requirements shall be three (3) paper copies and one (1) washoff Mylar containing:

	<u>Applicant</u>	<u>P.B.</u>
<b>1. Existing Data &amp; Information</b>		
A. Location of site, name(s) and address(es) of owner(s) of record, and abutting land owners.	_____	_____
B. Name and address of person(s) or firm preparing the map		
a. scale of map (1" = 40', suggested)	_____	_____
b. north arrow and date	_____	_____
c. stamp of Registered Land Surveyor/Engineer	_____	_____
d. name and address of preparer of other data/information (if different from preparer of map)	_____	_____
C. Boundary lines of area included in site, including angles or bearings of lines, dimensions, and lot area	_____	_____
D. Existing grades		
a. drainage systems	_____	_____
b. structures and topographic contours at intervals not exceeding 2', with spot elevations where grade is less than 5%, otherwise not exceeding 5' contour intervals	_____	_____
E. Shape, size, height and location of existing structures located on site and within 200' of site	_____	_____

- F. Natural features such as streams, marshes, lakes or ponds \_\_\_\_\_
- a. manmade features such as, but not limited to, existing roads \_\_\_\_\_  
        and structures \_\_\_\_\_
- b. features to be retained \_\_\_\_\_
- c. features to be removed or altered \_\_\_\_\_
  
- G. Use of abutting properties with approximate location of structures, \_\_\_\_\_  
    including access roads \_\_\_\_\_
  
- H. Size and location of all existing public and private utilities \_\_\_\_\_
- a. existing landscaping \_\_\_\_\_
- b. location and size of existing public utilities located off-site with \_\_\_\_\_  
        which connection is planned or located within 100' of site \_\_\_\_\_
  
- I. Vicinity sketch (scale: 1"=500', suggested) showing location of \_\_\_\_\_  
    site in relation to surrounding public street system \_\_\_\_\_
- a. zoning districts and boundaries for site and within 1,000' of site \_\_\_\_\_
- b. 100-year flood elevation line, where applicable \_\_\_\_\_

2. **Proposed Plan & Information**

- A. Proposed grades, drainage systems, structures and topographic \_\_\_\_\_  
    contours at intervals not exceeding 2' with spot elevations where \_\_\_\_\_  
    grade is less than 5%, otherwise not exceeding 5' contour interval \_\_\_\_\_
  
- B. Shape, size, height and location of proposed structures, including \_\_\_\_\_  
    expansion of existing buildings \_\_\_\_\_
  
- C. Proposed streets, driveways, off-street parking spaces, sidewalks, \_\_\_\_\_  
    with indication of direction of travel for one-way streets and \_\_\_\_\_  
    drives, and inside radii of all curves \_\_\_\_\_
- a. width of streets, driveways, sidewalks and total number of \_\_\_\_\_  
        parking spaces \_\_\_\_\_
- b. loading spaces and facilities associated with structures on site \_\_\_\_\_
  
- D. Size and location of all proposed public and private utilities \_\_\_\_\_
  
- E. Location, type and size of all proposed landscaping and screening \_\_\_\_\_
  
- F. Exterior lighting plan and proposed signs to be located on site \_\_\_\_\_
  
- G. Storm drainage plan including plans for retention and slow release \_\_\_\_\_  
    of storm water, where necessary \_\_\_\_\_

- H. Circulation plan of interior of lot showing provisions for both auto and pedestrian circulation \_\_\_\_\_
- a. access plan showing means of access to site, and proposed changes to existing public streets, including any traffic control devices necessary in conjunction with the site development plan \_\_\_\_\_
- I. Construction drawings including, but not limited to, pavements, walks, steps, curbing and drainage structures \_\_\_\_\_

3. **Additional Information**

The Planning Board may require such additional information as it deems necessary in order to apply the Regulations contained herein.

- A. Building Inspector \_\_\_\_\_
- B. Conservation Commission \_\_\_\_\_
- C. Fire Department \_\_\_\_\_
- D. Health Officer \_\_\_\_\_
- E. Police Department \_\_\_\_\_
- F. Road Agent \_\_\_\_\_
- G. Site Plan Agreement \_\_\_\_\_
- H. Other \_\_\_\_\_

4. **Design & Construction Requirements**

- A. Traffic access to site from Town streets to ensure the safety of vehicles and pedestrians \_\_\_\_\_
- B. Improvements to existing streets including signal devices, if necessary, because of increased traffic generated by development \_\_\_\_\_
- C. Circulation (vehicles and pedestrian) and parking including loading facilities, designed to ensure safety of vehicles and pedestrians on site \_\_\_\_\_
- D. Landscaping and screening provided, with regard to:
  - a. adjacent properties \_\_\_\_\_
  - b. public highway \_\_\_\_\_

- c. within site, including interior landscaping of large parking areas (over 3 double rows) \_\_\_\_\_
  
- E. Storm drainage of site designed for a 25-year storm event:
  - a. if existing drainage system to which site drainage system will be connected is inadequate, provisions shall be made for retention and gradual release of storm water in order to meet the 25-year storm event
  
- F. Provision for snow storage during winter months \_\_\_\_\_
  
- G. Provision for site to be serviced by necessary utilities, including:
  - a. water for fire and domestic use \_\_\_\_\_
  - b. sanitary sewer \_\_\_\_\_
  - c. electrical and gas \_\_\_\_\_
  
- H. Provision for protection of natural features \_\_\_\_\_
  
- I. Standards and requirements met including Zoning Ordinance and Subdivision Regulations, not limited to:
  - a. parking \_\_\_\_\_
  - b. off-street loading \_\_\_\_\_
  - c. landscaping \_\_\_\_\_
  - d. signs \_\_\_\_\_
  - e. location of driveways \_\_\_\_\_
  - f. erosion \_\_\_\_\_
  - g. screened service area \_\_\_\_\_
  - h. exterior lighting \_\_\_\_\_
  
- J. Construction requirements met in accordance with the Standard Specifications for Road & Bridge Construction, (as published by The State of New Hampshire Department of Public Works & Highway) \_\_\_\_\_  
 [Note: Alternative provisions may be considered by the Planning Board if submitted by the developer.]
  
- K. Provision for water supply
  - a. wastewater disposal \_\_\_\_\_
  - b. solid waste disposal \_\_\_\_\_
  
- L. Environmental factors \_\_\_\_\_
  
- M. Provision to assure that the proposal is:
  - a. consistent with the need to minimize flood damage \_\_\_\_\_
  - b. all public utilities and facilities such as sewer, gas, electrical and water systems are constructed \_\_\_\_\_

- c. adequate drainage is provided so as to reduce exposure to flood hazards \_\_\_\_\_
- d. design provisions to minimize or eliminate infiltration of flood waters into new or replacement water supply systems and/or sanitary sewage systems and discharges from these systems into floodwaters \_\_\_\_\_
- e. on-site waste disposal systems located so as to avoid impairment of them or contamination from them during flooding \_\_\_\_\_

[Note: The Planning Board may require a performance bond before any work commences on a development for that portion of the development that, if not properly completed, will have an adverse effect on adjoining property or has a potential for erosion. The steps for issuing and releasing a performance bond shall be the same as required in the Subdivision Regulations including, but not limited to, determining the amount, the sufficiency, term and form of the bond.]

**5. Waivers**

When a proposed site plan is submitted for approval with regards to an expansion of the existing use or to a new use on a lot containing less than 60,000 square feet in area, the owner(s) may submit a proposed site plan and request the Planning Board to waive specific requirements for the plan and supporting data. The Planning Board may agree to such requests provided that the Board has determined that such waiver of any requirements will not affect the purpose and intent of these Regulations. This shall not apply to design and construction standards.