



Office Use Only
Amount Paid _____
Date: _____
Recipient Initials: _____

Subdivision/ Site Plan Review

12 Gearty Way, Campton, NH 03223

603-726-3223 (Town Office Phone)

The following material is necessary for a completed application to be submitted to the Campton Planning Board.

1. Submission must be made to the Town Office **15 Business days prior to the next meeting.** (**Meetings are held on the 2nd Tuesday evening of every month**). Please get in touch with the Planning Board Coordinator for specific dates.
2. An application, as attached, must be completed, as well as a separate list with all abutters' names and addresses.
3. Five paper print copies of the plat must accompany every application.
4. A detailed letter of intent must accompany every application; a copy of this letter is sent to all abutters.
5. Driveway permits for Town roads must be applied through the Campton Selectmen's Office.
6. Driveway permits for State roads must be applied through the State Department of Transportation.
7. Applications for State subdivisions must accompany the application for Subdivision. The Board requests a receipt from the State that the application was received.
8. Evidence of submission for any and all permits required by Local, State, or Federal agencies.
9. Please get in touch with Eversource or NHEC if your project involves their easements.
10. Current Tax map numbers and the NEW ones must be on the map. (See the coordinator for information regarding new #'s)

Planning Board Fees: \$80.00-Application Fee

\$8.10 Per Abutter (cost of mailings) **subject to change per USPS.*

Costs of recording fees for recording "MYLARS" with Registry of Deeds:

CHOOSE ONE OF THE FOLLOWING DEPENDING ON YOUR SIZE MYLAR:

\$11.00-8 ½ X 11 OR 11X17

\$16.00-17X22

\$26.00-22X34

FIRE CHIEF LETTER RECORDED:

\$14:00 PLUS LCHIP \$25:00 SEPARATE CHECK-REGISTER

TOWN OF CAMPTON-APPLICATION FOR SUBDIVISION SITE PLAN REVIEW

Name of Applicant: -

Address of Applicant: -

Name of Subdivision: _____

Location _____

Tax Map# _____ Parcel _____

Name of Surveyor: _____

Address of Surveyor: _____

Name of Agent: _____

Address of Agent: _____

Name and Address of all persons with 10% or more interest:

****Name and Address of abutters as defined by Chapter 36: Section 1 NH RSA, 1955 and Chapter 672:3 as amended; ** Please provide a separate piece of paper with names, addresses, and tax map #s of all abutters;**

Total Acreage: _____ Number of Proposed lots: _____

The undersigned subdivider hereby submits to the Campton Planning Board on (date)_____. A completed Application as required by the Campton Planning Board Subdivision Regulations and respectfully requests approval of the said application. In consideration for approval and the privileges occurring thereto, the applicant hereby agrees:

1. To carry out the improvements agreed upon and as shown and intended by said plat, including any work made necessary by unforeseen conditions which become apparent during construction.
2. To post all streets "Private" until accepted by the Town of Campton and to provide and install standard street signs as approved by the Town for all street intersections.
3. To give the Town of Campton on demand, proper deeds for land or rights-of-way reserved on the plate for streets, drainage, or other purposes as agreed upon.
4. To save the Town of Campton harmless from any obligation it may incur, or repairs it may make, because of my failure to carry out any of the foregoing provisions.

5. To make no changes whatsoever in the Final Plats approved by the Board unless a revised plat or a plat of re-subdivision is submitted to and approved by the Board.

The undersigned subdivider understands that the Campton Planning Board must have on file a completed application outlined in its subdivision regulations fifteen (15) days prior to a regularly scheduled meeting of the Board and that once the Board accepts the completed application at a regularly scheduled meeting, it has ninety (90) days to approve or disapprove the completed application subject to extension or waiver as provided in accordance with Chapter 36: Section 23 NH-RSA 1955 as amended.

SIGNATURE OF APPLICANT/REPRESENTATIVE:

Subdivision Review Procedure

Town of Campton

Planning Board

12 Gearty Way

Campton, NH 03223

603-726-3223 (Town Office Phone)

Very General Discussion, with no time limits, no map requirements, nothing binding, and no decisions.

All completed applications, minor or major, must be submitted 15 days before the regular meeting, to allow proper notification

Minor Subdivision- (creates no buildable lots)

Final Plat/Decision

Major Subdivision-Preliminary Layout, Application Submission. Submission of Preliminary Layout for review, all procedures must be followed, including public notice, but public hearing and time limits do not apply. Subdivider submits an application as required. Board accepts it if complete at a preliminary hearing. 90-day period begins

Final Plat & Decision- Subdivider prepares Final Plat, based on board review at a preliminary hearing. A public Hearing will be held, followed by a Board decision.

NOTE: THIS IS NOT A FORMAL DOCUMENT, AND THIS DOES NOT SERVE TO SUPERSEDE ANY OF THE DOCUMENTS OR REGULATIONS OF THE TOWN AND STATE. THIS IS TO BE USED AS A GUIDELINE ONLY.

Preliminary Plan/Layout

Site Survey Map

	Name of Subdivision
	Name(s) of owner(s)
	Name(s) of abutter(s)
	Name(s) and seal(s) of consultant(s)
	North Point
	Topographic contours (5 ‘contours)
	Graphic scale
	Date

Property Lines showing Ownership
Subdivision boundaries and location of boundary markers
Proposed lot lines, dimensions and Acreage
Location of existing and proposed streets and easements
Existing zoning
Natural features
Indicate woods, fields, and swamp/marsh
Existing watercourses and drainage
Floodplain land with base flood elevation data
Wetlands
Existing buildings or other man-made features
Existing and proposed utilities
Location of existing and proposed septic systems
Location of existing and proposed water sources within 100' of the Subdivision
Proposed drainage and culvert location
Proposed uses
Proposed public areas
Lot Lines
Set Back lines
Existing and proposed streets with names and rights
Preliminary road cross-section and profiles
Preliminary drainage system
Preliminary location of septic systems
Proposed location of wells
Location of soils and groundwater test pits

Final Layout

(One Mylar and, Five Dark Line Copies)

Boundary survey including bearings, distances, and location of permanent markers
Lot Lines
Lot dimensions
Lot acreage
Lot Numbering
Set back lines
Topographic contour (5' contours)
Existing and proposed streets with names and right-of-way widths
Road cross-sections and profiles if required
Drainage system and culvert location (size?)
Location of soils, groundwater, and percolation test pits
Easements
Buildings and other man-made features to remain
Open space
Deed restriction's
Name(s) addresses(s) and seal(s) of consultant(s)
Statement of responsibility for streets
Statement from Town Selectmen(s) receiving conveyance agreements, easement and right-of-way designations, rights to drain, deed restrictions, and performance guarantee.

	Statement of compliance with the local zoning ordinance, subdivision regulations, and other applicable regulations.
	Engineer's statement of suitability of features as deemed necessary by the planning board
	Performance Guarantee
	Final Plan Approval

Permits

	WSPCC Approval
	State or Town Driveway Permits
	Town Sign Permit
	State dredge and fill permit
	State Subdivision
	Wetlands Board Permits

Date of Submission: _____

Date: _____