

RUMNEY, NH PLANNING BOARD
APPLICATION FOR MAJOR SUBDIVISION, MINOR SUBDIVISION, OR LOT LINE ADJUSTMENT

INSTRUCTIONS:

1. Carefully read and review Rumney's Subdivision Regulations.
2. Complete this application.
3. Complete appropriate Checklist. (For Final Application, Checklist must be complete.)
4. Compile abutters list containing the names and addresses of all abutters as indicated in Town records not more than five (5) days before the day you will file this application; names and addresses of all holders of conservation, preservation, or agricultural preservation restrictions; and names and business addresses of every engineer, architect, land surveyor, or soil scientist whose professional seal appears on any exhibit.
5. Submit all required information, and a check payable to the Town to cover filing fees, mailing, advertising, and other costs at least 21 days before the regular monthly meeting.

FOR MORE INFORMATION PLEASE CALL 603-786-9515.

PROPERTY INFORMATION

Map # _____ Lot # _____ Number of Lots/Sites/Units Proposed _____

Property Address, or, if none, street that would provide access _____

Lot Size _____ Acres _____ Sq. Ft.

APPLICATION TYPE

Major _____ Minor _____ Lot Line Adjustment/Boundary Agreement _____

Preliminary Plan (Design Review) _____ Final Approval _____

CONTACT INFORMATION

Owner's Name: _____

Mailing Address: _____

E-mail: _____ Phone _____

AGENT, if applicable (Landowners may designate an agent (relative, surveyor, or real estate broker, etc.) to represent them during the application process)

Name: _____
Mailing address: _____
E-mail: _____ Phone _____

SIGNATURES

I hereby declare that:

1. I have examined this application, including the accompanying exhibits and to the best of my knowledge and belief, it is true and complete.
2. The Agent listed (if any) is authorized to represent me in the application process.
3. Members of the Rumney Planning Board and its agents, including consultants and Town employees, are hereby authorized to enter the property for the purpose of evaluating this application, including for the purposes of a publicly noticed site visit, and if approved, for performing any inspection deemed necessary by the Board or its agents to ensure conformance with conditions of approval and conformance of the on-site improvements with the approved plan and all other applicable ordinances and regulations.

NOTE: If there are multiple owners, a valid application requires the signature of each owner.

Signature: _____ Date: _____

Signature: _____ Date: _____

**Town of Rumney
Subdivision Check List**

Applicant Name: _____ **Map #** _____ **Lot #** _____

Using the Applicant column, please check off each item below that is contained in your application or write "NA" if you feel the item does not apply to your application.

Please note that the Board may require such additional information as it deems necessary to evaluate your application in relation to the Subdivision Regulations.

Applicant	Planning Board	
_____	_____	A. A completed application form signed by all owners of record. In the case of an agent, the application shall include certification from all owners that the agent is authorized to act on their behalf.
_____	_____	B. Six sets of mailing labels containing the names and addresses of all the interest holders as indicated in Town records not more than five days before the day the application is delivered to the Board or designees.
_____	_____	C. Payment to cover application fees and costs of notice
_____	_____	D. Written waiver requests per Section 5.09 relax the requirements in a specific section of the Regulations, if any, including justification for each request.
_____	_____	E. Four copies of each required map and application documents and a PDF.
<u>MAP DOCUMENTATION</u>		
_____	_____	A. Proposed subdivision name or identifying title, names and addresses of applicant and engineer or surveyor, tax map number(s), date and date of any revisions, true north point, scale, and 1:24000 site location map inset showing location within the Town of Rumney. Subdivision name and plan number as recorded at Grafton County Registry of Deeds if the property had been previously approved for subdivision. Signature block for Board Chair and Secretary.

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| _____ | _____ | B. Surveyed property lines and their bearings and distances, easements and rights-of-way, buildings, watercourses, ponds or standing water, regulated shoreland, flood hazard areas, rock ledges and other significant natural or cultural features. Boundaries and area of the entire parcel, whether or not all land therein is to be subdivided. In whatever manner is practicable, the subdivision boundary shall be referenced to some point, i.e., public street intersection or USGS benchmark. |
| _____ | _____ | C. Names of owners of record of abutting properties; location of any buildings or utilities within 25' of the property line and all streams, ponds, wetlands, and wells within 100' of the property line; abutting subdivision names, roads, easements, setbacks, alleys, parks, and public open spaces. |
| _____ | _____ | D. Contours with an interval of 10 feet within 100 ft. of the property line, along with elevations of significant points of relief. |
| _____ | _____ | E. Existing wells, public water systems, septic systems, water mains, sewers, culverts, and drains; and proposed connections or alternative means of providing water supply and disposal of sewage and surface drainage. Location of suitable area for on-site disposal system and potential well site with protective radius. |
| _____ | _____ | F. Existing and proposed lot lines, angles and dimensions, lot sizes in square feet and acres, consecutive numbering of lots. |
| _____ | _____ | G. Location, names, and widths of existing and proposed roads with their approximate grades, and the design of road signs. Where future phases of the subdivision are planned a sketch of the prospective future road system shall be furnished. |
| _____ | _____ | H. Location and size of any existing bridges or culverts. |
| _____ | _____ | I. Location of all rights-of-way, easements and parcels of land proposed for dedication to public use, the conditions of such dedication, and a copy of private deed restrictions that are intended to cover part or all of the tract. |
| _____ | _____ | J. The location and nature of all existing and proposed monuments shall be shown and described, including those to be set at street intersections, points of curvature and tangency of curved streets and at angles of lots. |

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| _____ | _____ | K. Proposed road names and signage to be placed in accordance with the standards of the existing E-911 program. Roads which are to be kept private shall be designated as private roads on the plat. |
| _____ | _____ | L. The location of existing and proposed driveways. |
| _____ | _____ | M. Location and details of all existing and proposed utilities, including any common water supplies or wastewater disposal, telephone, electric, internet and cable if available. |
| _____ | _____ | N. Sufficient data to determine readily the location, bearing and length of every road, right-of-way, lot, easement, reservation and boundary line, and to permit reproduction of such lines upon the ground. All dimensions shall be shown to the nearest hundredth of a foot and bearings to the nearest minute. The error of closure for blocks enclosed by roads shall not exceed 1 in 5000. |
| _____ | _____ | O. Statements on the plat indicating: <ul style="list-style-type: none">1. who is responsible for maintaining common infrastructure (if any),2. all driveways and other accesses to town roads or private subdivision roads (requires a town driveway construction permit),3. which roads are private, and4. no additional principal building or additional dwelling unit, other than an accessory dwelling unit, beyond those specified at the time of approval is permitted without re-subdivision. |
| _____ | _____ | P. Any previously imposed conditions of approval placed on subject property, either agreed to and recorded in the minutes or a separate applicant agreement, or noted in the prior decision of approval, that may significantly affect future subdivision, as required by the Board. |
| _____ | _____ | Q. The plan shall contain the following statement: <i>"The Subdivision Regulations of the Town of Rumney are a part of this plat, and approval of this plat is contingent on completion of all of the requirements of said Subdivision Regulations, excepting any waivers and/or modifications granted in writing by the Board."</i> |
| _____ | _____ | R. Name and seal of land surveyor licensed by the State of New Hampshire, as well as the names and seals of any other architect, engineer or other professional responsible for preparation of the plans presented to the Board. |

SOILS MAP AND REPORT

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| _____ | _____ | A. Location of all percolation test sites and soil test pits, including at least one percolation test site and soil test pit per proposed lot. |
| _____ | _____ | B. Soil mapping units and boundaries based on the most recent Natural Resources Conservation Service mapping available or site-specific soils mapping. |
| _____ | _____ | C. Legend identifying soil mapping unit symbols and soil type names and slope. |
| _____ | _____ | D. The soils report shall include the results of all soil tests including dates, locations by reference to the map, percolation rates, and soil profile with depth to ledge, clay, hardpan, and existing and seasonal high water table, along with a statement by a septic system designer with a current NH permit that it is possible to construct a properly functioning subsurface disposal system of adequate size for the proposed use on each lot. |

SUBDIVISION GRADING AND DRAINAGE PLAN – Major Subdivisions

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| _____ | _____ | A. Basic street and lot layout, with all lots numbered consecutively. |
| _____ | _____ | B. Location of all existing and proposed buildings. |
| _____ | _____ | C. Contours of existing grade at intervals of not more than five (5) feet. Intervals less than five (5) feet may be required depending on the character of the topography. Contour lines shall extend a minimum of 100 feet beyond the subdivision boundary. |
| _____ | _____ | D. Final identification, location, elevation, grades and/or contours at intervals of not more than two (2) feet (smaller interval may be required depending on topography) for the existing and proposed drainage ways, drainage easements, drainage structures, and water bodies. |
| _____ | _____ | E. The final identification and relative location of proposed soil erosion and sediment control measures and structures. |
| _____ | _____ | F. Final drawings and specifications for each proposed soil erosion and sediment control measure and structure in accordance with guidelines acceptable to the Town of Rumney. |

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| _____ | _____ | G. Final drawings, details, and specifications for proposed flood hazard prevention measures and structures and for proposed stormwater retention basins. |
| _____ | _____ | H. Final slope stabilization details and specifications. |
| _____ | _____ | I. A timing schedule indicating the anticipated starting and completion dates of the subdivision development and the time of exposure of each area prior to the completion of effective soil erosion and sediment control measures. |

ROAD PLAN – Major Subdivision, Upgrading Existing Road or Construction of Driveway to a Back Lot

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| _____ | _____ | A. A timing schedule indicating the anticipated starting and completion dates of the subdivision development and the time of exposure of each area prior to the completion of effective soil erosion and sediment control measures. |
| _____ | _____ | B. Profiles of all proposed roads showing existing and proposed elevations along the centerlines and proposed grades. Profiles of existing roads may be required if, in the opinion of the Board, topography warrants it. |
| _____ | _____ | C. Cross sections of all proposed roads at reasonable intervals and at all catch basins, bridges or culverts. |
| _____ | _____ | D. Construction details of all roadways, bridges, culverts, curbing and walkways. |