



Town of Tamworth New Hampshire

SUBDIVISION
APPLICATION

Check all applicable boxes. Items already checked are required.

Property Owner(s) Information:

Name(s): _____

Address: _____

City, State, Zip: _____

Email: _____

Telephone: _____

Property Location:

Tax Map # / Lot #(s): _____ / _____

_____ / _____

_____ / _____

Street Address: _____

Brief Description of Proposed Subdivision:

For Official Use:
TOWN CLERK RECEIVED STAMP

Processing of Application:

Preliminary review for completeness
Date: _____

Deposit application check

Receipt of LCHIP check

10-Day Public Hearing Notice

Date of Notice: _____

Public Hearing Date: _____

Accepted as complete

(by full Board at noticed meeting)

Date: _____

Regional impact considered

10-Day Public Hearing Notice

(if regional impact)

Date of Notice: _____

Public Hearing Date: _____

Decision *(must be within 65 days of acceptance; extension possible)*

No. of Waivers Approved: _____

No. of Waivers Disapproved: _____

Application Approved

Conditionally Approved

Disapproved *(applicant notice within 5 business days)*

Mylar plat signed

Mylar plat recorded

Map & Page number: _____

Chair: _____

Date: _____

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STOP! TO AVOID COSTLY DELAYS due to incomplete applications, consider meeting with the Planning Board for Conceptual Consultation and/or Design Review prior to completing and submitting this application. Once submitted, this application cannot be substantively changed within 19 or fewer days prior to a regular meeting of the Planning Board at which it is to be reviewed, without requiring review and approval by the Board after notice to all abutters and/or submittal of a revised application. For Conceptual Review, submit Form PB-SUBD-A3. For Design Review submit Form PB-SUBD-A4.

IF YOU DECIDE TO TAKE ADVANTAGE OF THE OPTIONAL CONCEPTUAL CONSULTATION AND/OR DESIGN REVIEW PROCESS, WAIT UNTIL AFTER COMPLETING THOSE BEFORE COMPLETING THIS APPLICATION.

Public Hearing: A Public Hearing is required for any Subdivision or Waiver.

Attachments: The following attachments are required (see Subdivision Regs., Sec. 6):

Plat: Submit five (5) copies of each required plat, prepared at any scale between 1" = 20' and 1" = 400', provided that all required information is legible on the plat. The outside dimensions of the plat shall, be as specified by the Carroll County Registry of Deeds. In addition, see list of Plat Requirements, below (from Subdivision Regulations Section 6, 6.6)

Other Information: Submit (5) copies of any applicable addition information required (see Section 6, 6.7)

Notification List: Provide a list of abutters (taken from town records not more than 5 days before submittal of this application) and other parties to be notified. For each name, include the Tax Map # / Lot # or reason for notification, name and mailing address.

Mailing Labels: Attach 3 mailing labels for each abutter and other party to be notified.

LIST OF ABUTTERS AND PROFESSIONAL SUPPORT

Pursuant to RSA 676:4,I(d) of the State of New Hampshire, the Town of Tamworth is required to notify every abutter of the public hearing by certified mail, return receipt requested. The cost of required publication of said notice, and the cost of mailing said notice to abutters shall be paid by the applicant. It is the applicant's responsibility to provide a list of abutters, parties holding an interest in the property (Right of Way, Easement, Covenant), and any professional who has placed his or her seal on a plan or plat that is being submitted (whether the plan was created for the current application or was created sometime before).

ABUTTER - "Abutter" means 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 local land use board. 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 purposes of receipt of notification by a municipality of a local land use board hearing, in the case of an abutting property being 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. For purposes of receipt of notification by a municipality of a local land use board hearing, in the case of an abutting property being under a manufactured housing park form of ownership as defined in RSA 205-A:1, II, the term "abutter" includes the manufactured housing 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 local land use board. RSA 672:3.

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Fees: When submitting an application, all fees must be included.

- 1. Application Fee: Resulting number of lots _____ x \$100 = \$ _____
- 2. Postage Fees for abutters' and other parties' (e.g. professional support) Certified Notices
 Number of abutters' & other parties' _____ x \$12.00 each \$ _____
- 3. Recording Fees \$ 30.00
- Total Payment Due** \$ _____

Payment made payable to "Town of Tamworth" to cover reimbursement for notification fees & application fee (see Fee Schedule for Planning Board Applications Form PB-FEES-A02)

Payment of \$25.00 to "Carroll County Registry of Deeds" as required by state RSA for the Land and Heritage Conservation Investment Program (LCHIP)
Note: Additional fees may be assessed during the review process for Board Investigation (see Subdivision Regulations Section 6, 6.3, 2)

Plat Requirements (Subdivision Regulations, Section 6, 6.6): The applicant shall submit two (2) versions of the plat: A plat for the Tamworth Planning Board review and another plat, upon Tamworth Planning Board approval, to be recorded at the Carroll County Registry of Deeds.

The following requirements shall appear on both versions of the plat:

Completed	Waiver Request	N/A	Regulations Section	Requirement (see Regulations for Details)
<input type="checkbox"/>	<input type="checkbox"/>		6.6.5.a1	Name of the Municipality
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.5.a2	Proposed Subdivision Name
<input type="checkbox"/>	<input type="checkbox"/>		6.6.5.a3	Type of Survey
<input type="checkbox"/>	<input type="checkbox"/>		6.6.5.a4	Name and Address of Owner of Record
<input type="checkbox"/>	<input type="checkbox"/>		6.6.5.a5	Name of Subdivider
<input type="checkbox"/>	<input type="checkbox"/>		6.6.5.a6	Date
<input type="checkbox"/>	<input type="checkbox"/>		6.6.5.a7	Bar Scale
<input type="checkbox"/>	<input type="checkbox"/>		6.6.5.a8	North Arrow
<input type="checkbox"/>	<input type="checkbox"/>		6.6.5.a9	Name, License, number and Stamp of Surveyor
<input type="checkbox"/>	<input type="checkbox"/>		6.6.5.b1	Names of Owners of Record of Abutting Properties with Tax Map and Lot Numbers
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.5.b2	Streets
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.5.b3	Easements
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.5.b4	Parks
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.5.b5	Public Open Spaces
<input type="checkbox"/>	<input type="checkbox"/>		6.6.5.c1	Vicinity Map
<input type="checkbox"/>	<input type="checkbox"/>		6.6.5.d1	Boundary Survey of the Entire Lot
<input type="checkbox"/>	<input type="checkbox"/>		6.6.5.d2	Bearings, Distances, Location of Permanent Markers

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The following requirements shall appear on both versions of the plat continued...

Completed	Waiver Request	N/A	Regulations Section	Requirement <i>(see Regulations for Details)</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.5.e1	Existing and Proposed Easements
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.5.e2	Existing and Proposed Rights-of-Way
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.5.e3	Existing and Proposed Driveways
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.5.e4	Existing Buildings, other Structures and Foundations
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.5.f1	Location of Property Lines
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.5.f2	Location of Entire Undivided Lot
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.5.f3	Lot areas in square feet and acres
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.5.f4	Frontage on Streets
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.5.f5	Lots numbered according to the Town Tax Map numbering system
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.5.h1	Existing or Proposed Streets
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.5.j1	Wetland Delineations
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.5.i1	Any "Area of Special Flood Hazard"
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.5.g1	Location of existing or proposed well
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.5.k1	Groundwater Protection Zones
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.5.l1	Planning Board signature for approval by the Planning Board, with room for two (2) signatures and dates

The following requirements shall only appear on the plat for the Planning Board review:

Completed	Waiver Request	N/A	Regulations Section	Requirement <i>(see Regulations for Details)</i>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.4.k1	Location of existing and proposed well with 75 foot well radius
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.4.g1	Water Courses
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.4.g2	Ponds
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.4.g3	Standing Water
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.4.g4	Ledge Outcrops
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.4.g5	Stone Walls and other Natural Features
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.4.h1	Street Names
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.4.h2	Street Classification
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.4.h3	Travel Surface Widths
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.4.h4	Right-of-Way Widths
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.4.i1	Existing and Proposed Topographic Contours in 5 foot Intervals
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.4.j1	Soil Data
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.4.l1	Soil Test Pits
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.4.l2	Location of Percolation Test
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.4.l3	Location of 4,000 square-foot Septic Area
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.4.l4	Soil Test Date
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.4.l5	Soil Test Results
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.4.l6	Percolation Test Date
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.6.4.l7	Percolation Test Results

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Other Information Required (*Subdivision Regulations, Section 6, 6.7*)

Completed	Waiver Request	N/A	Regulations Section	Requirement (<i>see Regulations for Details</i>)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.7.1	Sediment Control Features
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.7.1a	Erosion Control Features
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.7.2	Town or State Driveway Permit
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.7.3	Copy of Deed Restrictions and/or Restrictive Covenants
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.7.3a	Deeds Covering Land to be used for Public Purposes
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.7.3b	Proposed Easements
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.7.3c	Proposed Right-of-Way
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.7.3d	Rights of Drainage
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.7.4	Additional reports or studies (<i>re: traffic, school, fiscal, and environmental impact analyses</i>)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.7.5	Location of land dedicated to public use and conditions of such dedications
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.7.5a	Location of all parcels of land proposed for community use and the conditions of such use
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.7.5b	Copy of such private deed restrictions as are intended to cover part or all of the tract
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.7.6	State Subdivision Approval Number: _____

Other Information, as needed (*Optional*)

Completed	Waiver Request	N/A	Regulations Section	Requirement (<i>see Regulations for Details</i>)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.7.7	Location and Profiles of existing water mains
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.7.8	Location and Profiles of existing sewers
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.7.9	Location and Profiles of existing culverts
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.7.10	Location and Profiles of existing drains
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.7.11	Alternative means of providing water supply
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.7.12	Alternative means of providing sewage disposal
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.7.13	Alternative means of providing surface drainage
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.7.14	Road Profiles
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.7.15	Center Line Stationing and Cross Sections
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.7.16	Bridge Designs and Locations
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.7.17	Culvert Designs and Locations
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6.7.18	Appendix A - Road Design and Construction Standards

_____ TOTAL NUMBER OF WAIVERS SOUGHT (FROM CHECKLISTS, ABOVE ATTACH WAIVER REQUEST FORM(S) (PB-SUBD-A10))

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Road Design Plan Requirements

Completed	Waiver Request	N/A	Regulations Section	Requirement <i>(see Regulations Appendix A for Details)</i>
<input type="checkbox"/>	<input type="checkbox"/>		A.c.i.3.a1	Title
<input type="checkbox"/>	<input type="checkbox"/>		A.c.i.3.a2	Name of Subdivision
<input type="checkbox"/>	<input type="checkbox"/>		A.c.i.3.a3	Name of Street
<input type="checkbox"/>	<input type="checkbox"/>		A.c.i.3.a4	Name of Owner
<input type="checkbox"/>	<input type="checkbox"/>		A.c.i.3.a5	Date
<input type="checkbox"/>	<input type="checkbox"/>		A.c.i.3.a6	Scale
<input type="checkbox"/>	<input type="checkbox"/>		A.c.i.3.a7	Name of Engineer
<input type="checkbox"/>	<input type="checkbox"/>		A.c.i.3.a8	Seal of Engineer
<input type="checkbox"/>	<input type="checkbox"/>		A.c.i.3.b1	Right-of-Way Lines
<input type="checkbox"/>	<input type="checkbox"/>		A.c.i.3.b2	Bound Locations
<input type="checkbox"/>	<input type="checkbox"/>		A.c.i.3.c1	Slope Easements
<input type="checkbox"/>	<input type="checkbox"/>		A.c.i.3.c2	Drainage Easements
<input type="checkbox"/>	<input type="checkbox"/>		A.c.i.3.d1	All Centerline Data
<input type="checkbox"/>	<input type="checkbox"/>		A.c.i.3.d2	Tangent Lengths
<input type="checkbox"/>	<input type="checkbox"/>		A.c.i.3.d3	Tangent Bearings
<input type="checkbox"/>	<input type="checkbox"/>		A.c.i.3.d4	Curve Data
<input type="checkbox"/>	<input type="checkbox"/>		A.c.i.3.d5	Stationing
<input type="checkbox"/>	<input type="checkbox"/>		A.c.i.3.e1	Edges of Pavement Lines
<input type="checkbox"/>	<input type="checkbox"/>		A.c.i.3.f1	Cross Section, as appropriate
<input type="checkbox"/>	<input type="checkbox"/>		A.c.i.3.g1	Existing Grade at each half station
<input type="checkbox"/>	<input type="checkbox"/>		A.c.i.3.h1	Proposed Grade at each half station
<input type="checkbox"/>	<input type="checkbox"/>		A.c.i.3.i1	Length of Vertical Curves
<input type="checkbox"/>	<input type="checkbox"/>		A.c.i.3.j1	Sight Distance on Horizontal Curves
<input type="checkbox"/>	<input type="checkbox"/>		A.c.i.3.j2	Sight Distance on Vertical Curves
<input type="checkbox"/>	<input type="checkbox"/>		A.c.i.3.k1	Design Speed
<input type="checkbox"/>	<input type="checkbox"/>		A.c.i.3.l1	Type of Terrain considered to control design <i>(level, rolling, or mountainous)</i>
<input type="checkbox"/>	<input type="checkbox"/>		A.c.i.3.m1	Annual Average Daily Traffic (AADT)
<input type="checkbox"/>	<input type="checkbox"/>		A.c.i.3.m2	AADT Year
<input type="checkbox"/>	<input type="checkbox"/>		A.c.i.3.n1	Drainage Structure Location
<input type="checkbox"/>	<input type="checkbox"/>		A.c.i.3.o1	Temporary and Permanent Erosion-Control BMPs
<input type="checkbox"/>	<input type="checkbox"/>		A.c.i.3.p1	Bench Marks not more than 500 feet apart
<input type="checkbox"/>	<input type="checkbox"/>		A.c.i.3.q1	Utility Location
<input type="checkbox"/>	<input type="checkbox"/>		A.c.i.3.r1	Material Specifications
<input type="checkbox"/>	<input type="checkbox"/>		A.c.ii.2	Engineer's Estimate of Construction Cost (attach plan)
<input type="checkbox"/>	<input type="checkbox"/>		A.c.ii.3	Certification that all road and utility materials meet the standards specified in these regulations
<input type="checkbox"/>	<input type="checkbox"/>		A.c.ii.4	Notarized letter fixing legal responsibility for construction and maintenance of private road (attach to plan)

**TOTAL NUMBER OF WAIVERS SOUGHT THIS PAGE
ATTACH WAIVER REQUEST FORM(S) (PB-SUBD-A10)**

Town of Tamworth, NH ~ Subdivision Application

Agents(s): I/We authorize the following individual(s) to represent me/us before the Planning Board.

Name: _____ Email: _____

Company/Organization Name: _____

Address: _____

City, State, Zip: _____ Telephone: _____

Submission: Two (2) copies of this completed form (signed by all property owners) should be returned to the Tamworth Town Clerk by the close of business on the 1st of the month for the application to be considered at that month's meeting. A digital copy, with all attachments, shall be emailed to tamplanboard@gmail.com.

THIS APPLICATION IS PROVIDED AS A GUIDE. IT IS INTENDED TO ASSIST IN MEETING THE REQUIREMENTS OF TAMWORTH'S SUBDIVISION REGULATIONS. THE REGULATIONS ALONE SHALL BE LEGALLY BINDING. APPLICANTS ARE ADVISED TO READ, UNDERSTAND AND RELY ON THE REGULATIONS.

I/We understand that a public hearing is required prior to approval of a subdivision or a waiver request.

I/We hereby grant permission to the Tamworth Planning Board and/or its agent(s) to enter the property, for a scheduled site walk, as part of the process of considering and evaluating this application.

If the property is not owned by an individual(s), one copy of the legal document authorizing the signature must be submitted. Examples of this include, but are not limited to: Trust, LLC, Power of Attorney, and Executor of an Estate.

Endorsement (All property owners must sign.)

I/We hereby request that the Tamworth Planning Board review this application for approval, including all plans, plats, documents, and information herewith. I/We represent to the best of my/our knowledge and belief, this application is being submitted in accordance with the regulations of the Town of Tamworth, NH.

Printed Name of Owner(s)

Signature(s) of Property Owner(s)

Date