



## APPLICATION FOR SITE PLAN APPROVAL

_____ SF x \$0.03 =
Disturb. \$ _____
Base fee \$ _____
Abutter \$ _____
Publ. \$ _____
Total Fee \$ _____

Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Email: \_\_\_\_\_  
Owner: \_\_\_\_\_ Phone: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Email: \_\_\_\_\_  
Agent: \_\_\_\_\_ (If different than applicant) Phone: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Email: \_\_\_\_\_  
Project Name: \_\_\_\_\_ Tax Map: \_\_\_\_\_ Lot #: \_\_\_\_\_  
Location: \_\_\_\_\_ Zoning District: \_\_\_\_\_ Current Use: \_\_\_\_\_  
Proposed Use: \_\_\_\_\_ Disturbed Area (sq. ft.): \_\_\_\_\_

**Check all that apply to site plan:**

New Driveway       New Water Service       New Sewer Service  
 Waiver Request to Planning Board       ZBA Special Exception or Variance

**AUTHORIZATION FOR REPRESENTATION:**

I hereby authorize \_\_\_\_\_ to act as my representative in connection with this application to the Town of Meredith for the subject property. I understand as the property owner, I will be held responsible for all conditions provided in the Notice of Decision issued by the Meredith Planning Board. I also understand that the Notice of Decision and associated conditions run with the land in perpetuity. I authorize the Planning Board Members and their staff to access my property for the purpose of this review.

Owner(s) Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Printed Name (s): \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**DECLARATION:**

I hereby certify to the best of my knowledge this application and information submitted as part of this application is correct and accurately represented.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(Person Preparing Application)

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

## SITE PLAN APPLICATION CHECKLIST

**The following checklist items are required for an application to be accepted as complete by the Board.** Provide all items below or insert a "W" if requesting a waiver. Include rationale for each waiver item. The Meredith Planning Board reserves the right to request additional information necessary for making an informed decision. Questions regarding the application and/or plan requirements should be directed to staff at 603-677-4216.

Tax Map: \_\_\_\_\_ Lot #: \_\_\_\_\_

Applicant      Staff

1. \_\_\_\_\_ Completed application form and owner's signature.
2. \_\_\_\_\_ Project Description.
3. \_\_\_\_\_ Abutters list.
4. \_\_\_\_\_ Fees: application and abutter notification (see Planning Board Fee Schedule).
5. \_\_\_\_\_ Soil profile & percolation rate, date of field inspection and seal with signature of certified septic designer.\*
6. \_\_\_\_\_ Engineering plan for new roads and utility main extensions.\*
7. \_\_\_\_\_ Easements and deed restrictions, existing and proposed.

### **Site Plan, 7 copies to include the following items:**

8. \_\_\_\_\_ Lot lines and setbacks.
9. \_\_\_\_\_ Lot area(s).
10. \_\_\_\_\_ Lot Coverage proposed (by type) and maximum allowed by district.
11. \_\_\_\_\_ Area of disturbance (grading, paving, building and landscaping) identified & in SF.
12. \_\_\_\_\_ Parking demand calculation.
13. \_\_\_\_\_ Topography 2' intervals.
14. \_\_\_\_\_ Map scale and north arrow.
15. \_\_\_\_\_ Tax map and lot number.
16. \_\_\_\_\_ Zoning district.
17. \_\_\_\_\_ Locus.
18. \_\_\_\_\_ Plan and revision dates.
19. \_\_\_\_\_ Owner of record.
20. \_\_\_\_\_ Abutter names with tax map & lot number.
21. \_\_\_\_\_ Surveyor name, seal and signature.
22. \_\_\_\_\_ Easement locations, existing and proposed.
23. \_\_\_\_\_ Roads, driveways and structures, existing and proposed.
24. \_\_\_\_\_ Overhead utilities with pole locations and numbers.

- 25. \_\_\_\_\_ Snow storage.
- 26. \_\_\_\_\_ Fuel storage location.
- 27. \_\_\_\_\_ Sign location.
- 28. \_\_\_\_\_ Municipal water and sewer or well and septic locations, existing and proposed.
- 29. \_\_\_\_\_ Buildings, structures, cemeteries and rock walls.
- 30. \_\_\_\_\_ Drainage elements, existing and proposed.
- 31. \_\_\_\_\_ Stormwater Management Plan
  - a. Narrative of design intent
  - b. Stormwater Plan
  - c. Stormwater Calculations
  - d. Drainage course and pattern, existing and proposed
  - e. Test pit locations and logs
  - f. Operations and Maintenance Guide
- 32. \_\_\_\_\_ Wetlands:
  - \_\_\_\_\_ a. Wetland scientist name, certification number, stamp and signature.
  - \_\_\_\_\_ b. Date field work was performed.
  - \_\_\_\_\_ c. Mapping standards applied to delineation.
  - \_\_\_\_\_ d. Applicable permit history.
  - \_\_\_\_\_ e. Identification of water resource, buffer and setbacks (see Zoning Ordinance).
- 33. \_\_\_\_\_ Planning Board signature block.

\*May not apply to every site plan.

## NOTIFICATION LIST

Applicant: \_\_\_\_\_ Tax Map: \_\_\_\_\_

Address: \_\_\_\_\_ Lot #: \_\_\_\_\_

In accordance with RSA 676:4 1(d), the **Planning Board** shall notify the abutters, the applicant, subject property owner, holders of conservation restrictions, and the engineer, architect, land surveyor, wetland scientist or soil scientist whose professional seal appears on any plat submitted. An **abutter** is any person whose property or conservation easement adjoins or is directly across the street or stream from the land under consideration by the Planning Board. Use additional paper if necessary.

1. Name	Tax Map	Lot #
Address		
2. Name	Tax Map	Lot #
Address		
3. Name	Tax Map	Lot #
Address		
4. Name	Tax Map	Lot #
Address		
5. Name	Tax Map	Lot #
Address		
6. Name	Tax Map	Lot #
Address		
7. Name	Tax Map	Lot #
Address		
8. Name	Tax Map	Lot #
Address		
9. Name	Tax Map	Lot #
Address		

This office is not responsible for the information supplied above. Information can be obtained from the Tax Maps and Book in the Assessor's office and Community Development Department.