



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: _____

_____ Date: _____

Printed Name (s): _____ Date: _____

_____ 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.