

**Planning Board
Town of Acworth**

Date received _____ by _____ Fee Paid \$ _____ Date _____

1. Subdivision Name: _____

2. Subdivision Location: _____

3. Tax Map/Lot# _____

4. Type of Application:

Minor Subdivision	Major Subdivision
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Annex, Lot Line Adjustment, Boundary Agreement

5. Application Phase

Preliminary consultation

Plat and Application Review

6. Landowner(s) of Record:

Name: _____

Address: _____

Phone number: _____

7. Has an agent been appointed to represent the owner(s)? Yes No

[The landowner(s) of record shall provide written notarized authorization for any agent(s) to represent the owner(s).]

Agent: Name: _____

Address: _____

I hereby give the Acworth Planning Board, and any other duly authorized representative of the Planning Board permission to enter upon the subject property for the purpose of evaluating this application.

Phone number: _____

Signature of Landowner(s)/Agent(s)

APPROVED BY ACWORTH PLANNING BOARD ON _____, 20__.

Sign name:

SUBDIVISION NOTIFICATION LIST:

Licensed surveyor: Name _____
Address _____

Abutters: Name _____
Address _____

Name _____
Address _____

Name _____
Address _____

Name _____
Address _____

Name _____
Address _____

Name _____
Address _____

Name _____
Address _____

Checklist for Subdivision Review Planning Board (adopted 12-29-10)

A completed application shall consist of the following items unless written request for waiver(s) is granted by the Board:

1. A completed application form, accompanied by:
2. Names and addresses of all abutters, taken from town records not more than five (5) days before the date of filing.
3. Names and addresses of all persons whose name appears on the plat (4.1.1)
4. Names and addresses of all holders of conservation, preservation or agricultural restrictions as defined in RSA 477:45 on the land under consideration (4.1.1)
5. Payment of fees (4.1.1)
6. Landowner's written notarized authorization for any agents (s) representing the owner (4.1.2)
7. One mylar and three (3) paper copies of the plat, prepared, signed and sealed by a NH Registered Surveyor. The mylar shall meet the requirements of the Sullivan County Register of Deeds and show the information and conform to the specifications that follow: (4.1.3.1.1 and 4)
 1. Scale no smaller than 100 feet per inch (4.1.3.1.3)
 2. Title block in lower right hand corner indicating:
 3. Type of survey
 4. Owner of record
 5. Title of plan
 6. Name of the town (s)
 7. Tax map and lot number
 8. Plan date and revision dates
8. The Plat shall show the following:
 1. Complete boundaries and area of the entire parcel (4.1.3.1.5) May be waived if a previous survey by a licensed surveyor is available (PB 9/24/18).
 2. Bar scale and north point (4.1.3.1.5)
 3. Existing and proposed street names, travel width and width of right-of-way lines, tangents, chords and radii, and angles to lot lines (4.1.3.1.6)
 4. Location and amount of frontage on public rights of way (ZO IVB, VB, VIB)
 5. Building setback lines (ZO IVB, VB, VIB)
 6. Existing and proposed lot lines, angles and dimensions, lot sizes in square feet or acres, consecutive numbering of lots, monuments at lot corners (4.1.3.1.7)
 7. Existing and proposed easements, covenants, restrictions and reservations (4.1.3.1.8)
 8. Existing and proposed parks, open space and significant manmade and natural features (4.1.3.1.9)

9. Existing and proposed utilities, wells, septic systems, buildings, drives (proposed driveways should note "permit required", parking areas, and storm water drainage lines, structures and ways.
(4.1.3.1.10)
10. Location and type of existing and proposed survey monuments
(4.1.3.1.11)
11. Abutting property lines within 200 feet of the parcel. Names and addresses of the owners (4.1.3.1.12)
12. Site location map, 1 inch to 1000 feet, showing the location of the parcel in relation to the general area and zoning districts (4.1.3.1.13)
13. Topographic map (4.1.3.2)
14. Soils map (4.1.3.3)
15. Hydrology map (4.1.3.4)
16. FEMA flood hazard areas (4.5)
9. Other information
 1. Soils report (4.1.4)
 2. Sewage disposal plan (4.1.5) and DES approval (4.1.8.1.1)
 3. Water supply plan (4.1.6)
 4. Most recent property deed (s) (4.1.7.2)
 5. Land subdivided in preceding five years? (4.1)
 6. Easements, covenants, reservations or restrictions on the property
(4.1.7.1 & 3-7)
 7. Town , State or private road driveway permit (4.1.8.3)
 8. Any applicable Town, State or Federal permits (4.1.8)
10. Additional information specified by the Board (4.1.9)
 1. Major Subdivision additional requirements
 2. Impact assessments (4.2.1)
 3. Traffic impact study (4.2.2)
 4. Open space (4.2.3)
 5. Fire protection plan (4.2.4)
 6. Drainage and hydrology report (4.2.5)
 7. Sedimentation and erosion control plans (4.2.6)
 8. Road profiles (4.2.7)
 9. Security for improvements (4.2.8)
11. Annexation additional requirement: notation on the plat that no new lot is created (4.3.3.9)
12. Selected Design Standards (Subdivision Regulations Section 5)
 1. Preservation of special features, including stone walls (5.3)
 2. Minimum one acre suitable for development without damaging important resources, wetlands or slopes over 25% (5.4)
 3. Premature subdivision? (5.5)
 4. No subdivision on Class 6 roads (5.7.2)
 5. Length:width ratio of lots not greater than 4:1 (5.7.7)
 6. No DES septic waiver required (5.6)