

SUBDIVISION REGULATIONS

TOWN OF ALSTEAD, NEW HAMPSHIRE

ADOPTED: NOVEMBER 14, 1972

AMENDED: FEBRUARY 6, 1990

Fee: \$ 500

SUBDIVISION REGULATIONS

SECTION 1. Authority and Purpose

Pursuant to the authority vested in the Alstead Planning Board by the legislative body of the Town of Alstead, on March 7, 1972 and in accordance with the provisions of RSA 674:35 of the New Hampshire Revised Statutes Annotated, as amended, the Alstead Planning Board adopts the following regulations governing the subdivision of land in the Town of Alstead, New Hampshire.

These regulations are designed to accomplish the purposes set forth in RSA 674:36 and for the purposes of protecting the health, safety, convenience, and economic and general welfare of our citizens.

SECTION 2. Title

These regulations shall be known and cited as the SUBDIVISION REGULATIONS OF ALSTEAD, NEW HAMPSHIRE.

SECTION 3. Definitions

3.01 Abutter: Shall mean 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 purpose 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.

3.02 Access Road: Shall mean residential driveways and sudivision collector streets.

3.03 Applicant: Shall mean the owner of record of the land to be subdivided, including any subsequent owner of record making any subdivision of such land or any part thereof, or the duly authorized agent of any such owner.

3.04 Application, Accepted: Shall mean an application that has been reviewed by the Planning Board and deemed to be complete for acceptance at a regular Planning Board meeting.

3.05 Application, Completed: Shall mean the application form and all supporting documents, as specified in these Regulations, that contain all the information the Planning Board needs to review a subdivision proposal and make an informed decision. All fees and administrative expenses, as indicated in these regulations, must be included.

3.06 Application, Submitted: Shall mean information submitted by an applicant to the Planning Board, which may or may not be complete enough to warrant acceptance by the Board.

3.07 Approval: Shall mean recognition by the Planning Board, certified by written endorsement on the plat, that the plat meets the requirements of these Regulations and in the judgment of the Board satisfies all criteria of good planning and design.

3.08 Board: Shall mean the Planning Board of Alstead.

3.09 Certified Soil Scientist: Shall mean a person who by reason of special knowledge and experience is qualified to practice soil science and who has been duly certified by the board of natural scientists under RSA 310-A:75.

3.10 Condominium: A building or group of buildings in which units are owned individually, and the structure, common areas, and facilities are owned by all the owners on a proportional, undivided basis. Condominiums shall be considered a subdivision under the requirements of RSA 356-B and reviewed accordingly.

3.11 Engineer: Shall mean the duly designated engineer of the Town of Alstead or, if there is no such official, the planning consultant or official assigned by the selectmen.

3.12 High Intensity Soil Survey: Shall mean a soils map of a parcel of land being considered for development on a perimeter survey, with a scale of one inch not to exceed one hundred feet, where soils are identified and mapped in accordance with the standards as adopted by the Cheshire County Conservation District.

3.13 Licensed Land Surveyor: Shall mean a person who engages in the practice of land surveying and is licensed by the State of New Hampshire under RSA 310-A:53.

3.14 Lot: A parcel of land capable of being occupied by one principal use that is of sufficient size to meet the minimum requirements for use, building coverage, and area.

3.15 Lot Line Adjustment: Shall mean the exchange of abutting land among two or more owners which does not increase the number of owners or the number of lots. A lot line adjustment is considered to be the same as a technical subdivision.

3.16 Master Plan: Shall mean a plan for development of the Town of Alstead developed in accordance with the provisions of RSA 674:2.

3.17 Plat: Shall mean the map, drawing or chart on which the plan of subdivision is presented to the Alstead Planning Board for approval, and which, if approved, will be submitted to the Register of Deeds of Cheshire County for recording.

3.18 Preapplication Review: Shall mean the two optional steps, Conceptual Consultation and Design Review, that an applicant may follow prior to filing a completed application.

3.19 Qualified Soil Scientist: Shall mean a person qualified in soil evaluation and mapping whose education ;and experience meet the qualification requirements of the Cheshire County Conservation District.

3.20 Street: Shall mean a public way that is lawfully existing and is maintained for vehicular travel. The word street shall include the entire right-of-way.

3.21 Subdivision: Shall mean the division of the lot, tract, or parcel of land into two (2) or more lots, plats, sites, or other divisions of land for the purpose, whether immediate or future, of sale, rent, lease, condominium conveyance or building development. It includes resubdivision and, when appropriate to the context, relates to the process of subdividing or to the land or territory subdivided.

3.22 Subdivision, Major: Any subdivision not classified as a minor or technical subdivision.

3.23 Subdivision, Minor: Shall mean a subdivision of land into not more than three (3) lots that front on an existing street and requires no new streets, utilities, or other municipal improvements.

3.24 Subdivision, Technical: Shall mean a boundary or lot line adjustment which does not create a buildable lot or any increased potential for further subdivision.

SECTION 4. General Provisions

4.01 Before any subdivision is made, or before the transfer or sale of any part thereof, and before any subdivision plat may be filed in the office of the Register of Deeds of Cheshire County, the owner or authorized agent shall apply in writing to the Board on a form provided by the Board (See Attachment 1) and secure approval of such proposed subdivision in accordance with these regulations.

4.02 Land of such character that it cannot, in the judgment of the Board, be safely used for building development purposes because of exceptional danger to health or peril from fire, flood, poor drainage; excessive slope, or other hazardous conditions, shall not be platted for residential, commercial, or industrial subdivision, nor for such other uses as may increase danger to life or property, or aggravate the flood hazard. Land with inadequate characteristics or capacity for sanitary sewage disposal shall not be subdivided for residential, commercial, or industrial subdivision purposes unless connected to a municipal sewerage system.

4.03 The Board may provide against such scattered or premature subdivision of land as would involve danger or injury to health, safety, or prosperity by reason of the lack of water supply, sewage disposal, drainage, transportation, schools, fire protection, or other public services which necessitate the excessive expenditure of public funds for the supply of such services.

4.04 The subdivision plan shall identify and take suitable steps as required by the Board to preserve and protect significant existing features such as trees, scenic points, brooks, streams, rock outcroppings, water bodies, any other natural features, and historic landmarks such as stone walls. Where possible, the boundary line(s) should follow stone walls.

4.05 No underground storage tank shall be located closer than 75 feet from any wetland, well, or other water supply.

SECTION 5. Subdivision Procedures

5.01 Preapplication Phases (OPTIONAL)

Preliminary Conceptual Consultation

1) The applicant may request a meeting with the Board to discuss a proposal in conceptual form and in general terms. Although this phase is strictly optional, the Board strongly suggests that the applicant avail him/herself of the opportunity to resolve any issues at this early stage that might become a problem later on. Such preapplication consultation shall be informal and directed toward:

- a. Reviewing the basic concepts of the proposal.
- b. Reviewing the proposal with regard to the master plan and zoning ordinance.
- c. Explaining the local regulations that may apply to the proposal.
- d. Determination of the proposal as a major, minor, or technical subdivision.
- e. Guiding the applicant relative to state and local requirements.

2) Preliminary conceptual consultation shall not bind the Applicant or the Board. Such discussion may occur without formal public notice, but must occur only at a posted meeting of the Board.

Design Review Phase

1) Prior to submission of an application for Board action, an applicant may request to meet with the Board or its designee for non-binding discussions beyond the conceptual and general stage, involving more specific design and engineering details of the potential application.

2) The design review phase may proceed only after identification of and notice to abutters and the general public as required by RSA 676:4, I(d).

3) Persons wishing to engage in preapplication design review, shall submit a "Request for Preapplication Review" (Attachment 2) and associated fees not less than 21 days before the regularly scheduled meeting of the Board. The request shall include:

* List of abutters and their addresses from municipal records not more than 5 days before submission, and

* Check to cover mailing and advertising costs.

4) Statements made by Board members shall not be the basis for disqualifying said members or invalidating any action eventually taken on the application.

5) The Board shall not accept any submissions by the Applicant at this time.

5.02 Completed Application (REQUIRED)

1) A completed application sufficient to invoke jurisdiction of the Board shall be filed with the Board's designee at least 21 days prior to the public meeting of the Board at which it is to be submitted.

2) A completed application shall consist of all data required in Section 7 Plat Submission Requirements, Section 9 Design Standards, and Section 10 Required Improvements. This shall include any additional reports or studies the Board feels is necessary for its review.

3) The completed application shall include all required fees for notices and any administrative or other fees assessed by the Board under the provisions of RSA 676:4,i(g). Submitted applications and plans will be reviewed by the Planning Board for completeness prior to the meeting at which they are accepted.

4) An application that has been determined complete shall be submitted to and accepted by the Board at only a regular meeting after due notification has been given as required by RSA 676:4,I(d).

5) Acceptance will be by affirmative vote of a majority of the Board members present.

6) When a Completed Application has been accepted by the Board, the Board shall provide a receipt to the Applicant indicating the date of acceptance which is the start of the 90 day review. (Attachment 3)

7) An incomplete Application filed by the Applicant will not be submitted to the Board. Notices will not be issued.

8) Applications shall be disapproved by the board without public hearing on the grounds of failure of the applicant to supply information or to pay any fees as required by these regulations. The applicant shall be promptly notified in writing of the reasons for disapproval.

5.03 Minor or Technical Subdivision

1) The Applicant may meet with the Board for preapplication consultation to determine if the proposal qualifies as a Minor or Technical Subdivision as defined in Section 3.23 and 3.24. If so, the applicant shall submit a Completed Application as required in Section 5.02.

2) The Completed Application under this Section may be submitted, accepted and approved at one or more Board meetings but no application shall be approved without full notice of abutters and public. A public hearing shall be held only if requested by the applicant or abutters, or if the board determines to hold a hearing.

3) Notice of Submission shall be given and may be combined with the Notice of Public Hearing, if one is to be held.

4) The Board may waive certain plat requirements for minor and technical subdivisions.

5.04 Board Action on Completed Application

1) The Board shall begin consideration of the Completed Application within 30 days of its submission.

2) The Board shall act to approve, conditionally approve, or disapprove the Completed Application within 90 days of submission (See Attachment 5a).

3) The Board may apply to the Selectmen for an extension not to exceed an additional 90 days before acting to approve, conditionally approve or disapprove an application. An applicant may waive the requirement for Board action within the time periods specified in these regulations and consent to such extension as may be mutually agreeable. (RSA 676:4, I(f)),

4) Approval of the application shall be certified by written endorsement on the Plat and signed and dated by the Chairman of the Board. It shall be the applicant's responsibility to file a copy of the approved Plat with the Register of Deeds of Cheshire County, and for the payment of all recording fees.

5) If any application is disapproved, the grounds for such disapproval shall be adequately stated in the records of the Planning Board and in written notice given to the Applicant. (See Attachment 5b)

6) If the Planning Board has not taken action on the Completed Application within 90 days of its submission and has not obtained an extension, the Applicant may obtain from the Board of Selectmen an order directing the Board to act within fifteen (15) days. Failure of the board to act on the order shall constitute grounds for the Applicant to petition the Superior Court as provided in RSA 676:4,I(c).

5.05 Conditional Approval

The Board may grant conditional approval of an application, but the plat will not be signed or recorded until all of the conditions have been met. If the applicant has not complied with the conditions of approval within one year, the approval is considered null and void and the applicant must resubmit a new subdivision application.

A further public hearing is not required when such conditions:

- 1) are administrative in nature,
- 2) involve no discretionary judgment on the part of the Board, or
- 3) involve the applicant's possession of permits and approvals granted by other boards or agencies, such as the Department of Transportation, the Wetlands Board, or Water Supply and Pollution Control Division.

A further public hearing will be required to demonstrate compliance with the terms of all other conditions pursuant to RSA 676:4,I(i).

5.06 Public Hearing

Prior to the approval of a major subdivision, a public hearing shall be held as required by RSA 676:4,I(d) with notice given to the Applicant, abutters, and the public.

Minor or technical subdivisions do not require a public hearing, except that notice to abutters shall be given prior to approval of the application. If a public hearing is to be held it shall follow the procedures as outlined in RSA 676: 4,I(d).

5.07 Notices

1) Notice of the design review phase or submission of a Completed Application shall be given by the Board to the abutters and the Applicant by certified mail, mailed at least ten (10) days prior to the submission (See Attachment 4a)

2) The public will be given notice at the same time, by posting at the Town Hall and the Post Office and publication in the Keene Sentinel.

3) The notice shall give the date, time, and place of the Planning Board meeting at which the Application or other item(s) will be formally submitted to the Board, shall include a general description of the proposal which is to be considered, and shall identify the Applicant and the location of the proposal (See Attachment 4b).

4) If the notice for the public hearing was included in the notice of submission or any prior notice, additional notice of the public hearing is not required. Additional notice is not required of an adjourned session of a hearing provided that the date, time, and place of the adjourned session was made known at the prior meeting.

SECTION 6. Fees

1) A Completed Application for the Design Review Phase, a Major, Minor or Technical Subdivision shall be accompanied by a filing fee of ~~\$45~~ plus ~~\$2~~ per abutter for notification, as determined by the Planning Board.

2) All costs of notices, whether mailed, posted, or published, shall be paid in advance by the Applicant. Failure to pay costs shall constitute valid grounds for the Board to terminate further consideration of the application and to disapprove the Plat without a public hearing.

3) Pursuant to RSA 676.4,I(g) it shall be the responsibility of the Applicant, if the Board deems it necessary, to pay reasonable fees for special investigative studies, environmental assessments, legal review of documents, administrative expenses and other matters which may be required to make an informed decision on a particular application.

SECTION 7. Completed Application

Three copies of the Plat shall be submitted. Space shall be reserved on the plat for all necessary endorsements. Both a graphic and a relative scale shall be drawn on the plan. The outside dimensions of the sheets on which plats are presented shall be 17 x 22 inches or 22 x 34 inches, except as may be otherwise specified by the Cheshire County Registry of Deeds, with separate sheets numbered and showing their relationship to one another. A margin of at least one inch shall be provided outside ruled borderlines on three sides and of at least two inches along the left side for binding.

A. The Plat shall be prepared and certified by a land surveyor licensed in the State of New Hampshire. The plat shall be accompanied by:

- 1) A completed application form.
- 2) The names and addresses of all abutters, as shown in town records not more than 5 days before the day of filing.
- 3) Payment to cover filing fees, mailing, advertising, and other costs as specified in Section 6.
- 4) Additional reports or studies, as may be required by the Board, including but not limited to: traffic, school, fiscal and environmental impact analyses, to allow the Board to make an informed and educated decision concerning the proposal. The Planning Board reserves the right to request such information after an application has been accepted as complete, as well as before acceptance.

B. The plat shall show, or be accompanied by, unless waived by the Board:

1. Proposed subdivision name or identifying title.
2. Name and address of the applicant and of the owner, if other than the applicant.
3. Appropriate scale and north arrow.
4. Locus plan showing general location of the total tract within the town.
5. Name, license number, and seal of the surveyor.
6. Boundary survey including bearings, distances; and the location of permanent markers.

7. Names of all abutting subdivisions, streets, easements, building lines, parks and public places, and similar facts regarding abutting properties.
8. Location and profiles with elevations of existing and proposed water mains, sewers, culverts, drains, and proposed connections or alternative means of providing water supply and disposal of sewage and surface drainage.
9. Existing and proposed easements, rights-of-way, driveways, buildings, water courses, ponds, standing water, rock ledges, stone walls and other essential site features.
10. Location of property lines, including entire undivided lot, lot areas and frontage on public right-of-way. Each lot shall be numbered according to the Town tax map numbering system.
11. Deed restrictions.
12. Open space to be preserved.
13. Existing and proposed buildings and other man-made structures to remain.
14. Existing and proposed streets with names, classification, travel surface widths and right-of-way widths.
15. Final road profiles, center line stationing and cross sections.
16. Existing and proposed topographic contours based upon the USGS topographical data; these may be provided as an overlay.
17. Location of ground water, and percolation tests and test results.
18. A High Intensity Soil Survey conducted by a Qualified Soil Scientist.
19. State subdivision approval.
20. State septic design approval or copy of application.
21. State Highway/Town Access permit, as applicable.
22. Erosion and sedimentation control plan.

C. Subdivision "As Built" Plans - Supplemental information may be submitted to update the final plat to reflect "as built" conditions and details. The subdivider shall submit an "as built" plan which shall be drawn to scale and shall indicate by dimensions, angles and distances, as applicable to the location of wells, sewers, drains, Y-branches, manholes, catch basins, hydrants, valves, curb shut-offs, road profiles and center line elevations, and final grading plan showing swales and ditches. The plan shall show easements and dedicated roadways. A security bond may be required to guarantee performance of subdivider's obligations as described herein. "As built" plan shall be submitted by the subdivider to the town on a mylar.

SECTION 8. Performance Guarantee

As a condition of approval, the planning board shall require the posting of a performance guarantee in an amount sufficient to defray the costs of construction of streets, public improvements, drainage structures; the extension of water and sewer drains, storm drains, underdrains and other improvements of a public utility nature. The amount of the security shall be based on an estimate of costs provided by the subdivider and, at the discretion of the Planning Board, reviewed by a licensed engineer. All costs of shall be paid by the applicant.

1) The security shall be approved as to form and sureties by the Board and the municipal counsel.

2) The amount of the security shall include fees to cover the cost of periodic inspections.

3) Where electric lines or other utilities are to be installed by a corporation, municipal department, or public utility, a letter of intent shall be required stating that the work will be done in reasonable time and without expense to the Town.

4) Each approved plat shall contain a time limit for the completion of streets and public improvements.

5) The performance guarantee shall be released in phases as portions of the secured improvements or installations are completed and approved by the Board or its designee, in accordance with the plan approved by the Board.

6) All deeds covering land to be used for public purposes, easements and rights-of-way over property to remain in private ownership, and rights of drainage across private property are submitted in a form satisfactory to the Board's Counsel.

7) All recording fees shall be borne by the subdivider.

SECTION 9. Design Standards

The subdivider shall observe the following general requirements and principles of land subdivision:

A. Streets

- 1) The arrangement of streets in the subdivision shall provide for the continuation of the principal streets in adjoining subdivisions or for their proper projection when adjoining property is not subdivided, and shall be of a width at least as great as that of such existing connecting streets.
- 2) Streets which join or are in alignment with streets of abutting or neighboring properties shall bear the same name. Names of new streets shall not duplicate, nor bear phonetic resemblances to the names of existing streets within the Town of Alstead.
- 3) Streets shall be logically related to the topography so as to produce suitable lots and reasonable grades, and shall be in appropriate relation to the proposed uses of the land to be served by such streets. Where practical, lots shall be graded toward the streets.
- 4) Streets shall be laid out to intersect as nearly as possible at right angles. No street shall intersect another at an angle of less than 60 degrees. Streets entering opposite sides of another street shall be laid out either directly opposite one another or with a minimum offset of 125 ft. between their center lines.
- 5) No street or highway right-of-way shall be less than 50 feet in width and may be required to be more if a greater street width is warranted in the opinion of the Board. The apportioning of the street widths among roadway, sidewalks and possible grass strips shall be subject to the approval of the Board.
- 6) Except where near-future connections may be possible, dead end or cul-de-sac streets shall not in general exceed 600 feet in length, and shall be equipped with a turn-around roadway at the closed end with a minimum radius of 60 feet from the center to the outside edge of the right-of-way.

7) Street intersections and intersecting property lines at street intersections shall be joined by a curve of at least 20 foot radius.

8) Grades of all streets shall conform in general to the terrain and shall, so far as practicable, not exceed 5% for arterial and collector streets and 8% for local streets. No street shall have a grade of less than 1%.

9) Road crowns on all roads shall have a minimum of 1% slope and a maximum of 3% slope.

10) No horizontal or vertical curve shall have a center line radius of less than 150 feet, except a horizontal curve on a turnaround on a dead end way. For changes in grade exceeding one percent, a vertical curve shall be provided ensuring a minimum sight distance of 150 feet.

B. Access Roads

Where access roads intersect with State roads, they shall be built in accordance with all applicable state permits. Access roads that intersect with Town roads shall be built according to the following specifications and shall be subject to review and approval by the Planning Board. Access roads may, under certain circumstances, intersect with a Class VI highway, provided that the Planning Board has determined that emergency vehicles can serve the property without hindrance.

1) Access roads shall not interrupt the natural or ditch line flow of drainage water. Where shallow ditch lines or natural drainage courses exist, access roads may be swaled at a point beyond the shoulder to accommodate the flow of storm water.

2) If a culvert is required for proper drainage, the culvert shall be a minimum of 12" in diameter and 30' in length, and shall be of 16 gauge aluminum or galvanized steel. The culvert shall be long enough to maintain the driveway width dimensions and each end of the culvert shall be marked with a concrete or stone header. The culverts shall be installed and maintained by the landowner.

3) A minimum of a 200-foot all season safe sight distance in each direction shall be provided.

4) Access roads shall intersect roadways at an angle of 90 degrees.

5) No access road shall be constructed within 50 feet of an intersecting street.

- 6) When two proposed access roads on the same side of the street are within 50 feet of each other, the Planning Board may require a common access to be used, for reasons of safety and topographical considerations.
- 7) The first 20 feet of the access road, at the edge of the right-of-way, shall have a slope of between plus 5% and minus 5%.
- 8) The grade of the accessway shall be constructed to slope away from the surface for a distance equivalent to the existing ditch line. This slope shall be a minimum of one-half inch per foot.
- 9) The accessway shall not be more than 50 feet in width, except at the flared entry.
- 10) Any access road crossing a wetland shall have all permits required by the N.H. Water Supply and Pollution Control Board.
- 11) Any access road crossing slopes in excess of 15% shall have an erosion and sedimentation control plan (see Attachment 6).
- 12) The access road shall have a minimum width of 20 feet at the intersection of the street and for a distance of 20 feet from the street.
- 13) There shall be no more than one access to a single parcel of land unless an all season safe sight distance of 400 feet in both directions can be obtained for each access road.
- 14) No more than two accessways to any one parcel of land shall be permitted unless the frontage of the parcel exceeds 500 feet.

C. Lots

- 1) Lots shall be laid out and graded to eliminate flooding or stagnant water pools. No water shall be permitted to run across a street on the surface, but shall be directed into catchbasins and piped underground in a pipe of not less than 12 inches in diameter.
- 2) There shall be adequate width and area on every lot after the erection of a residence to permit parking as per the zoning ordinance.

3) The width and depth of each lot shall be in reasonable proportion to each other for the intended use of the lot. Each lot shall be of such shape that it will contain a square of the same dimension as the minimum required frontage for the zone in which it is located according to the zoning ordinance. It is recommended, but not required, that where practicable, the length of a lot will not exceed four times its average width.

D. Sewage Disposal and Water Supplies

1) In areas not currently served by public sewer systems, it shall be the responsibility of the subdivider or his agent to provide adequate information to prove that the area of each lot is adequate to permit the installation and operation of an individual sewage disposal system (septic tank and drain field), consistent with "The Septic Tank System of Sewage Disposal" recommended by the N.H. Water Supply & Pollution Control Commission. The subdivider or his agent shall be required to provide any necessary equipment and labor for the making of these tests.

2) No septic system, including the leaching field, shall be allowed in or closer than 100 feet from bedrock less than 3 feet deep, or to soils classified by the U.S.D.A. - Soils Conservation Service within the Soil Survey of Cheshire County New Hampshire, as wetland or any water body such as a lake or pond, nor shall a system be located closer than 75 feet to any well.

3) No septic system shall create a nuisance due to odor or unsightly appearance.

4) The location of all wells, the location, dimensions and design of all septic tanks, leach fields, and any other water supply or sewage disposal systems, shall be as approved by the N.H. Water Supply & Pollution Control Division and the Board.

E. Fire Protection

1) Fire ponds, dry hydrants, and other fire protective facilities shall be furnished by the subdivider if deemed necessary by the Fire Department and by the Board.

F. Easements

a) Where the topography is such as to make difficult the inclusion of any utilities or other facilities within the public area so laid out, the preliminary layout shall show the boundaries of proposed permanent easements over or under private

property. Such easements shall be not less than 15 feet in width and shall have satisfactory access to existing or proposed public ways. Watercourses proposed for public control and maintenance shall have a permanent easement of not less than 25 feet.

G. Other Requirements

1) Pavement and drainage facilities, curbs or sidewalks, when required, shall be installed and constructed in accordance with the standard specifications of the Town of Alstead and in all cases must be inspected by the Engineer.

2) Reserve strips of land which, in the opinion of the Planning Board, show an intent on the part of the subdivider to control access to land dedicated or to be dedicated to public use shall not be permitted.

3) Areas set aside for parks and playgrounds to be dedicated or to be reserved for the common use of all property owners by covenant in the deed, whether or not required by the board, shall be of reasonable size and character for neighborhood playgrounds or other recreational uses.

4) Approval of a subdivision located on or whose access is from a Class VI highway may be granted by the Board only when it deems that the subdivision is not scattered or premature and when the subdivider rebuilds a Class VI highway to meet town standards for Class V highways. The applicant may be required in certain circumstances to bear all of the costs of such upgrading as determined by the needs created by and the special benefits conferred upon the subdivision whether immediate or future.

SECTION 10. Required Improvements

The developer shall be financially responsible to the town for all clearing, grading, drainage, graveling, surface pavement, loaming and seeding within the rights-of-way, and for the installation of the required improvements. The following improvements shall be installed and constructed by the subdivider to the satisfaction of the engineer, and such improvements shall be made before submission of the final plat, or the subdivider, together with the final plat, shall file a bond sufficient to cover the cost of the improvements.

1) Monuments constructed of concrete or stone at least 4 inches square on the top and at least 30 inches long shall be set at all control corners.

2) Pipes shall be set at all lot corners. Concrete or granite bounds shall be set at all points of curvature and all points of tangent for surveying purposes.

3) The roadway exclusive of grass strip and sidewalk areas shall have a width of at least 20 feet.

4) The roadway shall be constructed in accordance with the following specifications:

a) All topsoil or loam must be removed from the limits of the roadbed. Topsoil shall be removed from areas that will be filled. Where loam or improper road foundation material exists, such material must be excavated and replaced with bankrun gravel or broken rock to the satisfaction of the engineer.

b) The base course shall consist of bank run gravel, free from loam, silt and clay. The longest dimension of gravel stone in no case shall exceed 6 inches. The maximum compacted depth of any layer of gravel shall not exceed twelve (12) inches, and each twelve (12) inch layer shall be compacted by hauling, spreading and rolling equipment before the second layer is spread. The required density of each layer shall be such that additional trips of rollers will produce only a small increase in compaction of materials.

c) The finished course shall consist of fine gravel, not to exceed two (2) inches in diameter.

d) Where it is required that the roads be sealed, this shall be done according to the specifications laid out by the Road Agent.

e) The final roadway surface shall be approved by the Road Agent before any surface treatment is applied. The surface shall be true to line and grade and free from foreign material. All ruts and other depressions shall be eliminated. Immediately before applying any bituminous material, the surface shall be loosened slightly by dragging with a steel brush drag approved by the Road Agent.

f) The surface shall consist of one application of primer applied at the rate of 0.50 gals. per square yard and one application of road tar applied at the rate of 0.25 gals. per square yard. The surface shall be sanded with clean, sharp sand following the final coat of asphalt, before the bitumen has set, and the entire surface shall be dragged, rolled and maintained.

g) All proposed drainage facilities and culverts of not less than twelve (12) inches in diameter shall be installed. Natural water courses shall be cleaned and increased in size where necessary to take care of storm runoff. Drainage swales at least three (3) feet in width and sixteen (16) inches in depth at its midpoint below center line grade shall be constructed in the street right-of-way on both sides of the roadway.

h) The roadway shall be graded to the final grade in accordance with the profile and cross-section submitted.

i) Slopes and drainage ditches shall be seeded and mulched or otherwise stabilized to prevent erosion.

5) No underground installation shall be covered until inspected by the appropriate town officials or their authorized agents. Said officials shall complete their inspection within three working days after receiving a written notice from the subdivider requesting such an inspection.

6) Any bond shall be released by the Planning Board only upon certification by the Engineer and the Road Agent to the Planning Board, that all improvements and requirements have been completed in accordance with plans and specifications.

SECTION 11. Administration and Enforcement

11.01 These regulations shall be administered by the Board. The enforcement of these regulations is vested with the Selectmen.

11.02 Modifications

The requirements of the foregoing regulations may be modified when, in the opinion of the Board, specific circumstances surrounding subdivision, or condition of the land in such subdivision, indicate that such modifications will properly carry out the purpose and intent of the master plan and these regulations.

11.03 Penalties and Fines

Any violation of these regulations shall be subject to a civil fine as provided in RSA 676:16 and 676:17, as amended. The Selectmen or the Building Inspector are designated as the local authorities to institute appropriate action under the provisions of RSA 676:17.

SECTION 12. CONFLICTING PROVISIONS

Where these regulations are in conflict with other local, state or federal ordinances, the more stringent shall apply.

SECTION 13. VALIDITY

If any section or part of section or paragraph of these regulations shall be declared invalid or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or sections or part of a section or paragraph of these regulations.

SECTION 14. AMENDMENTS

These regulations may be amended by the Planning Board following a public hearing on the proposed change. Such changes shall not take effect until a copy of said change, certified by a majority of the Board, is filed with the municipal clerk.

A copy of any amendments to these regulations shall also be filed with the Office of State Planning in Concord, New Hampshire. (RSA 675:9)

The following attachments are incorporated into the Appendix of the Subdivision Regulations:

- Attachment 1. Application for Subdivision of Land/Checklist
- Attachment 2. Request for Preapplication Review
- Attachment 3. Receipt of Completed Application
- Attachment 4. Notices
 - a) Design Review
 - b) Submission of Completed Application
- Attachment 5. Notice of Decision
- Attachment 6. Sedimentation and Erosion Control Plan
- Attachment 7. Requirements for High Intensity Soil Surveys
- Attachment 8. Access Road Permit
- Attachment 9. Minimum Geometric and Structural Guide for Local Roads and Streets.
- Attachment 10. Typical Cross Section of a Local Road

FILE NO. _____

FOR PLANNING BOARD USE ONLY:

Filing Fee: \$ _____
Admin. Review: \$ _____
Mailing Fee: \$ _____
Technical Review Fee: \$ _____

Date: _____
Date: _____
Date: _____
Date: _____

Note: Fees must be paid before the hearing. A position has been reserved on the agenda for _____.

(Signature)

Secretary/Clerk for Board

FOR PLANNING BOARD USE ONLY:

Completed Application Filed

(date)

Fees Paid

(date)

Notices Mailed

(date)

Completed Application Submitted

(date)

Application Accepted/Rejected

(date)

Public Hearing

(date)

Date Approved/Disapproved

(date)

Letter Sent

(date)

Attachment 4a

FILE NO. _____

Notice of Design Review

Planning Board, Town of Alstead

Notice to Applicant

Notice to Abutter:

Location of Proposal:

(Name)

(Address)

(Name)

(Address)

Signed: _____
Clerk/Chairman Planning Board

Date: _____

NOTE: The applicant has requested preapplication discussion with the Board or its designee concerning the above proposal. The posted agenda will list the proposal when it is to be discussed. No public hearing is required. No material is submitted. No decisions are made. You will be notified when, and if, a completed application is submitted for review.

Attachment 4b

Notice of Submission of Completed Application for Subdivision of Land

PUBLIC NOTICE

Town of Alstead, N.H.

Notice is hereby given that the Planning Board of Alstead, N.H. will hold a public meeting on Tuesday, _____ at _____ at the Alstead Town Hall to act upon the submission of the completed application for the subdividers of land owned by _____.

(Name and Address)

The proposal is for the following lot sizes. _____
(Acreage/ Division)

The land is on _____
(Location)

_____ MAJOR SUBDIVISION

If the above applicaiton is accepted as complete, a public hearing will be scheduled for _____
(Time/date)

_____ MINOR OR TECHNICAL SUBDIVISION

If the above application is accepted as complete, the Board may act to approve or disapprove the application of the above date.

NOTE: If the above application is accepted as complete, it will appear on the agenda for each planning board meeting until a decision to approve or disapprove the application is made. The hearing is to be held in order to comply with a legal requirement of law (RSA 676.4). Abutters are invited to attend for their own benefit and information. They are not required by law to attend. Planning Board meetings are scheduled for the second Tuesday of each month.

Signed: _____

Date: _____

Attachment 5a

Notice of Decision - Approval

Planning Board, Town of Alstead

You are hereby notified that the application of _____
to subdivide land located on tax map no. _____; _____ in
the town of Alstead has been approved by majority vote of the members
of the Planning Board on _____ on the motion:
(date)

Signed: _____
Clerk/ Chairman Planning Board

Date: _____

cc: Building Inspector

Attachment 5b

Notice of Decision - Disapproval

Planning Board, Town of Alstead

You are hereby notified that the application of _____
(Applicant)

to subdivide land located on tax map no. _____;
(Address)

in the Town of Alstead has been disapproved by majority vote of the members
of the Planning Board on _____
(Date)

The motion to disapprove stated:

I move that the application of _____
(Above Applicant)

be disapproved for the following reasons: _____

Signed: _____
Clerk/Chairman, Planning Board

Date: _____

cc: Building Inspector

ATTACHMENT 6

SOIL EROSION AND SEDIMENTATION CONTROL PLAN

I. DEFINITIONS

A. "Certification" means a signed, written approval by the Planning Board that a soil erosion and sediment control plan complies with the applicable requirements of these regulations.

B. "Planning Board" means the Planning Board of the Town of Alstead.

C. "County Conservation District" means the Cheshire County Conservation District.

D. "Development" means any construction or grading activities to improved or unimproved real estate.

E. "Disturbed area" means an area where the ground cover is destroyed or removed leaving the land subject to accelerated erosion.

F. "Erosion" means the detachment and movement of soil or rock fragments by water, wind, ice or gravity.

G. "Grading" means any excavating, grubbing, filling (including hydraulic fill) or stockpiling of earth materials or any combination thereof, including the land in its excavated or filled condition.

H. "Inspection" means the periodic review of sediment and erosion control measures shown on the certified plan.

I. "Sediment" means solid material, either mineral or organic, that is in suspension, is transported, or has been moved from its site of origin by erosion.

J. "Soil" means any unconsolidated mineral or organic that is in suspension, is transported, or has been moved from its site of origin by erosion.

K. "Soil Erosion and Sediment Control Plan" means a scheme that minimizes soil erosion and sedimentation resulting from development and includes, but is not limited to, a map and narrative.

II. ACTIVITIES REQUIRING A SOIL EROSION AND SEDIMENT CONTROL PLAN

A soil erosion and sediment control plan shall be provided, at the request of the Planning Board, for all site plans, access roads crossing slopes in excess of 15%, and subdivisions. The Planning Board may, at its discretion, waive these requirements.

III. EROSION AND SEDIMENT CONTROL PLAN

A. To be eligible for certification, a soil erosion and sediment control plan shall contain proper provisions to adequately control accelerated erosion and sedimentation and reduce the likelihood of excessive storm water runoff from the proposed site.

B. Said plan shall contain, but not be limited to:

1. A narrative describing:
 - a. the development;
 - b. the schedule for grading and construction activities including start and completion dates, sequence of grading and construction activities, installation and/or application of soil erosion and sediment control measures, and sequence for final stabilization of the project area;
 - c. the design criteria, construction details, and installation and/or application procedures for proposed soil erosion and sediment control measures and storm water management facilities.
2. A site plan map at a sufficient scale to clearly show:
 - a. the location of the proposed development and adjacent properties;
 - b. the existing and proposed final topography including soil types, wetlands, watercourses and water bodies;
 - c. any existing structures on the project site;
 - d. the proposed area alterations including cleared, excavated, filled or graded areas and proposed utilities, roads and, if applicable, new property lines, and the general location of proposed structures and access roads.
 - e. the location of and design details for all proposed soil erosion and sediment control measures and storm water management facilities;
 - f. any other information deemed necessary and appropriate by the applicant or requested by the Planning Board or its designated agent.

IV. MINIMUM ACCEPTABLE STANDARDS

A. The minimum standards for soil erosion and sediment control shall be developed in accordance with these regulations using the principles, methods and practices found in the Erosion and Sediment Control Design Handbook for Developing Areas of New Hampshire (1981), as amended.

B. The Planning Board may grant exceptions provided the applicant can demonstrate that appropriate measures will be taken to satisfy requirements.

C. Peak flow rates and volumes of runoff shall be determined based upon the method outlined in Appendix I of the Handbook, unless an alternative method is approved by the Planning Board.

V. ISSUANCE OF DENIAL OF CERTIFICATION

A. The Planning Board may deny certification of the erosion and sediment control plan, as filed, when the proposal does not comply with the requirements and objectives of these regulations.

B. The Planning Board may forward a copy of the proposal to the Conservation District or other agency for review and comment. The cost of any such review shall be borne by the applicant.

VI. CONDITIONS RELATING TO SOIL EROSION AND SEDIMENT CONTROL

A. The estimated costs of measures required to control soil erosion and sedimentation, as specified in the certified plan, may be covered in a performance bond or other assurance acceptable to the Planning Board.

B. Site development shall not begin unless the soil erosion and sediment control plan is certified and those control measures and facilities in the plan scheduled for installation prior to site development are installed according to the certified plan and deemed functional.

C. All control measures and facilities shall be maintained in proper condition to ensure compliance with the certified plan.

VII. INSPECTION

Inspections shall be made by the Planning Board or its designated agent during development to ensure compliance with the certified plan and that control measures and facilities are properly performed, installed or maintained. The Planning Board may require progress reports to verify such compliance.

COMPLETED APPLICATION CHECKLIST

	APPLICANT	PLANNING BOARD
1. Copy of signed and dated application	_____	_____
2. Name and address of applicant, owner, if different, and all abutters	_____	_____
3. A Narrative describing:		
a. the development	_____	_____
b. schedule of grading and construction	_____	_____
c. design criteria	_____	_____
d. construction details	_____	_____
e. installation and/or application procedures	_____	_____
4. A Plan which shows:		
a. appropriate scale	_____	_____
b. location and adjacent properties	_____	_____
c. existing and proposed topography	_____	_____
d. proposed area alterations	_____	_____
e. design details	_____	_____

ATTACHMENT 7

Utilizing High Intensity Soil Surveys for Plat Layout including Septic System Siting and Wetland Identification

This appendix applies to subdivisions on which an on-site septic tank and tank and leachfield system are to be used for sewerage disposal, and/or where wetland identification is required. These requirements apply in addition to any other town and state requirement.

1. Definitions

a. Qualified Soil Scientist - A person qualified in soil evaluation and mapping whose education and experience meet the qualification requirements of the Cheshire County Conservation District.

b. High Intensity Soils Map - A soils map of a parcel of land being considered for development on a perimeter survey, with a scale of one inch (1") not to exceed one hundred feet (100'), where soils are identified and mapped in accordance with the high intensity soils mapping standards as adopted by the Cheshire County Conservation District.

2. Ground control shall be marked, by the applicant, both on the site and on the plat map(s). The ground control shall consist of numbered flags, stakes, walls, trees or other easily identifiable points on the property. These points will be well distributed throughout the site at a density of not less than four (4) points per acre. The numbered points must be identified, by number, on the plat plan. The purpose of this requirement is to provide easy identification for all parties required or interested in examining the site.
3. The location of all existing and proposed buildings, accessory buildings driveways, sewer lines, water lines, and public and private roads and driveways on the site, and the general location of such features within 100 feet of its boundaries, shall be indicated on the plat plan.
4. High intensity soils (HIS) maps are to be provided for all site plans and for subdivisions. Applicants may request a waiver for this requirement thru the Planning Board who will request and act upon the recommendation of the CCCD. Expenses incurred for this recommendation or plans will be paid by the applicant.

5. The HIS maps shall be prepared by a qualified soils scientist who is qualified by the Cheshire County Conservation District.
6. A paper copy of the HIS survey shall be provided to the Planning Board. In addition to the soils information provided by the survey, the map shall have on it the following:
 - a. the signature of the qualified soils scientist;
 - b. any qualifying notes made by the soils scientist.
7. If a soils classification provided on the HIS map is in dispute, the Planning Board may request an evaluation of the soils designations by the Cheshire County Conservation District.
8. A 4,000 square foot leachfield area or an area two (2) times the required leachfield area (which ever is greater) shall be designated and reserved on each lot.
9. The designated leachfield area must be left open and is not to be used for the siting of any incompatible purpose, including but not limited to a driveway, or structures of any type. Parking areas may be located over the designated leachfield area when chambered systems are to be used.
10. The designated leachfield area shall be set back as required in section II, from:
 - a. poorly and very poorly drained soils;
 - b. naturally deposited soils which have a seasonal high water table less than six (6) inches from the surface;
 - c. naturally deposited soils which have an impermeable layer closer than two (2) feet to the surface;
 - d. naturally deposited soils which have bedrock less than three (3) feet below the surface;
 - e. drainageways, natural or manmade, perennial or intermittent;
 - f. open drainage structuresa intended to convey water, intermittently or perennially, including but not limited to roadside ditches, culvert openings, diversions and swales.
11. The designated leachfield area is required to be set back from all of the areas specified in section 10 as follows:
 - a. seventy-five (75) feet if the designated leachfield area is entirely located in well-drained soil, without a restrictive layer, or well-drained soil with a

restrictive layer and slopes of less than eight percent (8%).

- b. one hundred (100) feet if the designated leachfield area is entirely or partially located in somewhat poorly drained soils, moderately well-drained soil, excessively drained soils, or soils with a restrictive layer and slope of eight percent or greater (>8%).
12. In addition, the designated leachfield area shall be setback one hundred (100) feet from open water bodies and perennial streams.
 13. In areas where the HIS survey indicates bedrock at less than three feet from the surface, sufficient test pits shall be made to ensure that the setback requirements established in sections 10 and 11 can be met.
 14. The designated leachfield area may not be placed on areas with finished slopes of over twenty-five percent (25%).
 15. If the designated leachfield area is located on an area with finished slopes from fifteen to twenty-five percent (15-25%), the septic system must be designed by a registered professional engineer.

KEY TO SOIL DRAINAGE CLASSES

- A. Soils that have an aquatic moisture regime or are artificially drained and
 1. Have organic soil materials that extend from the surface to a depth of 16 inches or more; or
 2. Have a histic epipedon (either mineral or organic); or
 3. Have an epipedon that has "n" value of greater than 0.7; are
VERY POORLY DRAINED
- B. Soils that have an aquic moisture regime or are artificially drained and
 1. Have an albic horizon that lies just above a horizon having hue 10YR or redder, value less than 5, chroma less than 4, and have faint to prominent mottles in the albic horizon less than 12 inches below the soil surface; or

2. Within 20 inches of the soil surface have textures of dominantly very fine sand or finer with distinct or prominent mottles less than 12 inches below the soil surface and have a subsurface horizon less than 20 inches below the soil surface that has dominant color, moist, in the matrix of chroma 2 or less, value 4 or more; or
3. Within 20 inches of the soil surface have textures of dominantly loamy fine sand or coarser with distinct or prominent mottles less than 12 inches below the soil surface and have a subsurface horizon less than 20 inches below the soil surface that has dominant color, moist, in the matrix of chroma 3 or less, value 4 or more; or
4. Have any textures with no mottles and have a subsurface horizon less than 20 inches below the soil surface that has dominant color, moist, in the matrix of chroma 1 or less, value 4 or more; or
5. Have a mineral epipedon greater than 12 inches and less than 20 inches that is underlain with a mottled subsurface horizon less than 20 inches below the soil surface that has dominant color, moist, in the matrix of chroma 2 or less, value 4 or more; are

POORLY DRAINED

- C. Soils that have distinct or prominent mottles, that are not relic mottles, at a depth less than 15 inches below the soil surface are

SOMEWHAT POORLY DRAINED

- D. Soils that have distinct or prominent mottles, that are not relic mottles, between a depth of 15 inches and 40 inches below the soil surface are

MODERATELY WELL DRAINED

- E. Soils that have textures in any horizons between 10 to 40 inches of very fine sand or finer are

WELL DRAINED

- F. All other soils are

EXCESSIVELY DRAINED

ATTACHMENT 8

TOWN OF ALSTEAD
APPLICATION FOR AN ACCESS ROAD PERMIT

1. Name of Applicant _____
Address _____
2. Name and Address of Owner of Property, if different from Applicant _____

3. Location of Property _____
4. Tax Map and Lot Numbers _____
5. Access has frontage on Class _____ road.
6. Construction details, design specifications and location sketch as outlined in Section 9,B. (Use attached sheet if necessary.)

Date

Planning Board Chairman

MINIMUM GEOMETRIC AND STRUCTURAL GUIDE FOR LOCAL ROADS AND STREETS

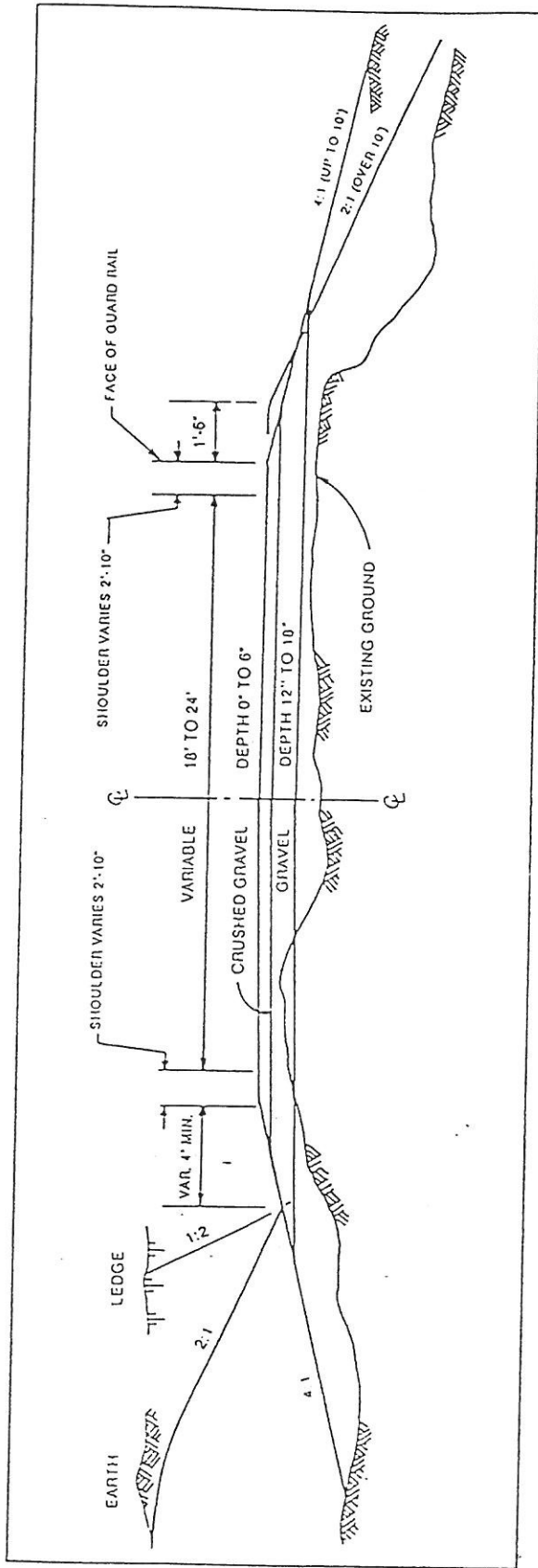
New Hampshire Department of Transportation

Average Daily Traffic (Veh/Day)	0-50	50-200	200-750	750-1500	1500 & Over
Pavement Width (Feet)	18 min.	20	20	22	24
Shoulder Width (Feet)	2	2	4	4	8-10
Center of Road to Ditch Line	15	16	18	19-21	Varies
Pavement Type	Gravel	Asphalt Surface Treated	Hot Bituminous	Hot Bituminous	Hot Bituminous
Slope of Roadway	1/2" per ft.	3/8" per ft.	1/4" per ft.	1/4" per ft.	1/4" per ft.
Base Course Depth - (Gravel) (Cr. Gravel)	12"	12"	12"	12"	18"
	-	-	4"	6"	6"

Notes

1. Gravel Surface should be Paved where Steep Grades occur
2. For Average Daily Traffic over 1000 Veh/Day Paved Shoulders should be considered
3. Base Course Depths may need to be increased in areas of Poor Soils

TYPICAL CROSS SECTION



ALSTEAD PLANNING BOARD
POB 60, ALSTEAD, NEW HAMPSHIRE 03602
PHONE/FAX 603-835-2986

APPROVED AMENDMENTS TO
THE TOWN OF ALSTEAD SUBDIVISION REGULATIONS
JANUARY 10, 2005

In the Subdivision Regulations Town of Alstead, N.H. handbook (Adopted 11/14/72, Amended 2/6/90 & 1/10/05)

Section 5.04 Board Action on Completed Application

4) Approval of the application shall be certified by written endorsement on the Plat and signed and dated by the Chairman of the Board. It shall be the Planning Board's responsibility to record a mylar copy (prepared in accordance with RSA 478:13-a) of the approved Plat with the Register of Deeds of Cheshire County. Payment of all recording fees shall be made by check payable to Cheshire Registry of Deeds and submitted to the Planning Board with the approved mylar.

Section 7. Completed Application

C. The Planning Board shall review the proposed development to assure that all necessary permits have been received from those governmental agencies from which approval is required by Federal or State law, including Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334.

The responsible person shall require that all subdivision proposals and other proposed new developments greater than 50 lots or 5 acres, whichever is the lesser, include within such proposals base flood elevation data.

Sufficient evidence (construction drawings, grading and land treatment plans) shall be submitted so as to allow determination that:

- (i) all such proposals are consistent with the need to minimize flood damage;
- (ii) all public utilities and facilities, such as sewer, gas, electrical, and water systems are located, and constructed to minimize or eliminate flood damage; and
- (iii) adequate drainage is provided so as to reduce exposure to flood hazards.

Change existing subsection C. to D. with no word changes.

ALSTEAD PLANNING BOARD
POB 60, ALSTEAD, NEW HAMPSHIRE 03602
PHONE/FAX 603-835-2986
www.alsteadnh.org

APPROVED AMENDMENTS TO
THE TOWN OF ALSTEAD SUBDIVISION REGULATIONS
DECEMBER 19, 2005

In the Subdivision Regulations Town of Alstead, N.H. handbook (Adopted 11/14/72, Amended 2/6/90, 1/10/05 & 12/19/05)

Section 7. Completed Application

C. For subdivisions and site plans that involve land designated as "Special Flood Hazard Areas (SFHA) by the National Flood Insurance Program (NFIP):

- 1) The Planning Board shall review the proposed development to assure that all necessary permits have been received from those governmental agencies from which approval is required by Federal or State law, including Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334.
- 2) The Planning Board shall require that all proposals for development greater than 50 lots or 5 acres, whichever is the lesser, include Base Flood Elevation (BFE) data within such proposals (i.e. floodplain boundary and 100-year flood elevation).
- 3) The Planning Board shall require the applicant to submit sufficient evidence (construction drawings, grading and land treatment plans) so as to allow a determination that:
 - (i) all such proposals are consistent with the need to minimize flood damage;
 - (ii) all public utilities and facilities, such as sewer, gas, electrical, and water systems are located and constructed to minimize or eliminate flood damage; and
 - (iii) adequate drainage is provided so as to reduce exposure to flood hazards.

SUBDIVISION APPLICATION CHECKLIST

Some requirements may be waived by the Board during the conceptual consultation at a regularly scheduled Planning Board meeting.

	APPLICANT	PLANNING BOARD
Date	_____	_____
Name of Applicant	_____	_____
Location of Property	_____	_____
Street, Tax Map and Lot Number	_____	_____
Name of Subdivision	_____	_____
Owner's Name and Address	_____	_____
List of Abutters and Addresses	_____	_____
Locus Plan	_____	_____
Scale of North Arrow	_____	_____
Surveyor's Name, Address, License Number, Seal and Date Plan Prepared	_____	_____
Boundary Survey	_____	_____
Location of Permanent Markers	_____	_____
Abutting Subdivision Names, Streets, Building Lines and similar facts regarding abutting properties.	_____	_____
Location of Existing and Proposed Sewer and Water Mains and Utilities	_____	_____
Location of Water Courses, Standing Water or Fire Ponds	_____	_____
Location of Ledges, Stone Walls and other Natural Site Features	_____	_____
Location and Dimensions of entire Undivided Lot, Lot Areas in Square Feet and Acres, Frontage on Public Right-of-Way, numbered according to Alstead Tax Map Numbering System	_____	_____
Copy of any Deed Restrictions	_____	_____
Area of Common or Dedicated Land and Open Space	_____	_____

Existing and Proposed Buildings and
Other Man-Made Structures to remain

Name, Width, Class and Location of
Existing and Proposed Streets, Access
Roads, Easements, Right-of-Way and Driveways

Cross Sections and Profiles of Proposed
Streets and Access Roads

Existing and Proposed Topographic Contours

Location of Ground Water, Test Pits and
Test Pit Results

High Intensity Soil Survey

State Subdivision Approval

State Approved Septic Design

Access Road Permit

Erosion and Sedimentation Control Plan

Performance Bond

Wetlands Board Dredge and Fill Permit

Other information may be requested by
the Planning Board including but not
limited to:

Traffic Impact Analysis

Environmental Impact Statements

Construction Bonding

Miscellaneous Engineering Studies

Attachment 2

Request for Preapplication Review

1. Name, mailing address and telephone number of applicant

2. Name, mailing address and telephone number of owner of record if other than subdivider

3. Location of proposed subdivision _____
4. Town of Alstead Tax Map _____ Lot Number _____
5. Type of development _____ Cluster _____ Conventional _____
6. Is this a request for _____ Conceptual Consultation _____ Design Review

If this is a request for Design review, the applicant and the public must be notified. See section 5.07 of the Subdivision regulations.

7. Abutters: Attach a separate sheet listing the Town of Alstead Tax Map, Lot Number and Mailing Address of all abutters, including those across a street, brook or stream. Names should be those of current owners as recorded in the Town of Alstead Tax Records, five (5) days prior to filing this application.

8. Fees: (Design Review Only)
(Make payable to the Town of Alstead)

Filing Fee	\$45.00
Abutter notification	\$2.00 (Including applicant and/or owner)

Owner/Agent

Date

Attachment 3

Receipt of Completed Application

Planning Board, Town of Alstead

Name of Applicant: _____

Name of Subdivision: _____

Date Accepted: _____

The Planning Board had, of this date, accepted your completed application in the form specified and with the supporting data required. The Planning Board must within 30 days of the above date schedule the proposed subdivision on its agenda for consideration and, further, must act to approve or disapprove thereof within 90 days. (RSA 676:4)

The public hearing date is _____

Sincerely yours,
Chairman (or Secretary)
Planning Board
Town of Alstead

cc: Building Inspector