

TOWN OF BOW
PLANNING BOARD

SITE PLAN REVIEW APPROVAL
APPLICATION PACKAGE

To the Applicant:

This completed application (including all application package contents noted below) must be filed with the Planning Board's Agent no later than 3:00 PM on the fourth Thursday prior to the Planning Board's next regularly scheduled meeting to be included on their next agenda.

Also, attention should be given to the items below when completing the application package.

- C All appropriate fees must be paid in advance;
- C The application must be made in the name of the owner of record at the time of application, as filed at the Merrimack County Registry of Deeds. The application form must be signed by both the property owner(s) and the applicant;
- C It is the responsibility of the applicant to provide a complete and accurate list of all abutters.

CONTENTS - COMPLETE SITE PLAN APPLICATION PACKAGE

1. ____ Three (3) copies of the completed application, including checklist
2. ____ Seven (7) paper copies of the site plan(s) (22"x34")
3. ____ Sufficient legible copies of the site plan reduced to no more than 11x17 inches; (30 copies plus one for each abutter)
4. ____ Three (3) copies of any construction plans
5. ____ Complete and accurate abutters list (Include PE, LLS, CWS/CSS)
6. ____ The appropriate filing fees (See Page 2)

Note: If any of the above items are missing or incomplete as of the filing deadline, the application will not be placed on the agenda for the next Planning Board meeting.

Plans, reports, documents, and other materials submitted to the Planning Board to fulfill the requirements of the Site Plan Review Regulations shall be free of any restrictions on reproduction. Proximate to any copyright symbols, reservations of rights, or statements of ownership, shall be an affirmative statement which expressly agrees to reproduction.

SITE PLAN REVIEW FILING FEES
(Town & CNHRPC Review (Escrow Acct))

\$_____ **Town Review Fee** (Residential: \$500, Non-Residential: \$300)
\$_____ Plus \$200 per unit (total of all) (Residential only)
\$_____ Plus per Abutter (Residential: \$30, Non-Residential: \$20)
\$_____ Plus per 1000 sq ft (\$50) (Non-Residential only)
\$_____ Total (Not including any CUPs) (Payable to "Town of Bow")

\$_____ **CNHRPC Review Fee** (Residential or Non-Residential: \$300)
\$_____ Plus \$50 per unit (total of all) (Residential only)
\$_____ Plus per 1000 sq ft (\$50) (Non-Residential only)
\$_____ Total (Not including any CUPs) (Payable to "Town of Bow")

TOWN OF BOW PLANNING BOARD
SITE PLAN REVIEW APPROVAL APPLICATION

commdevel@bow-nh.gov
phone (603) 225-3008
fax (603) 225-2982

Owner(s): _____

Address: _____

Daytime Telephone # (____) ____-_____

Applicant: _____

Address: _____

Daytime Telephone # (____) ____-_____

Block # ___ Lot(s) _____

Street Address for parcel: _____

Area of entire tract: _____ acres.

Property located in a _____ zone.

Land is in open space (current use): ___ YES; ___ NO

Zoning Ordinance use category (letter and number from Table 5.11)

Existing: _____ Proposed: _____

Describe planned use:

The applicant agrees that he/she is familiar with the current Site Plan Regulations of the Town of Bow and the Laws of the State of New Hampshire governing site plan review, and in making this application, has complied with the same.

Applicant's Signature

_____/_____/_____
Date

I (we) the undersigned hereby grant the above signed Applicant authority to act as my (our) agent for this Site Plan Review Application and approval process.

Property Owner(s)'s Signature(s)

_____/_____/_____
Date

FOR OFFICE USE ONLY
Application # _____
Date Received: ___/___/___
Fee Paid \$ _____
Check # _____
Received By: _____

E-mail address for contact person: _____

**TOWN OF BOW PLANNING BOARD
CHECKLIST - Site Plan**

In cases where items are not applicable, indicate "N/A" in the space provided.

- ___ 1. State Grid Coordinates: at least two (2) ties and shall be stationed on the plan with elevation (5.02 A and 8.02 A)
- ___ 2. Existing and proposed ground contours based on field survey, profiles, elevations, USGS reference benchmark (5.02 B and 8.02 K & Z)
- ___ 3. Copies of applications for State approvals (5.02 C and 8.02 Y)
- ___ 4. Conveyances to Town (5.02 D)
- ___ 5. Designation of unsuitable land: FEMA 100 year floodplain boundary with elevation (within 500' of site); poorly or very poorly drained soils; bog, marsh, and swamp areas; area of high water table; wetlands per Zoning Ordinance Article 10.01; Aquifer Protection District per Zoning Ordinance Article 10.03; 33% slopes; ledge; easements or right-of-ways (5.02 E, F and 8.02 V)
- ___ 6. Utility Plan (including locations of all underground utilities (5.02 I & J and 8.02 T)
- ___ 7. Review by other Town Officials (Road Agent, Fire Chief, Police Chief, Town Manager, Conservation Commission Chair, Recreation Director (5.02 K)
- ___ 8. Soils erosion and sediment control plan (5.02 M)
- ___ 9. Drainage/grading plan with NH Professional Engineer seal and certification (5.02 N)
- ___ 10. Stormwater control calculations prepared by NH Professional Engineer (5.02 N)
- ___ 11. Adjacent street width; if substandard, show additional right-of-way dedication (5.02 P)
- ___ 12. Landscaping plan and building design (5.02 Q and 8.02 R)
- ___ 13. Evacuation and emergency access plan (5.02 R)
- ___ 14. Secondary access (5.02 S)
- ___ 15. Monuments (5.02 T and 8.02 E)
- ___ 16. Provisions for solid waste (5.02 W)
- ___ 17. Provisions for snow storage (5.02 X)
- ___ 18. Plans, reports, documents, and other materials shall be free of any restrictions on reproduction. (8.00)

- ___ 19. Date of survey, name and legal description of site plan, locus map superimposed on the Town Tax Map (scale 1" = 1000') showing the area within 1000' of the site plan, name and address of owner and developer, graphic scale and north arrow (8.02 A)
- ___ 20. Lot lines, bearings and distances; existing street(s), easements, and other right-of-way lines and dimensions; parks and other public areas and dimensions; site lines, water courses, and flood zone and base flood elevations (8.02 B)
- ___ 21. All contiguous holdings and development sketch plans (8.02 C)
- ___ 22. Lot and block number and owner's name and addresses of abutting parcels (8.02 D)
- ___ 23. Name and address of Engineer and/or Surveyor; certification and seal of Engineer and/or Surveyor as to the accuracy of the site plan details and calculation (8.02 F)
- ___ 24. Proposed street profiles (8.02 H)
- ___ 25. Proposed street cross sections (8.02 I)
- ___ 26. Soils delineation and legend (8.02 L)
- ___ 27. All existing wetlands and wetlands buffer lines as defined in Zoning Ordinance Article 10.01 with certification of Wetlands Scientist or Soil Scientist (8.02 M)
- ___ 28. Plan views of all buildings; their use, size, location, and floor elevations (8.02 N)
- ___ 29. Typical elevation view of all buildings; their height, bulk, facade design, signs, and calculation of lot coverage (8.02 O)
- ___ 30. Location, width, curbing, and paving of access ways and egress ways and streets within the site (8.02 P)
- ___ 31. Location and dimension of off-street parking and loading spaces; layout of the parking and calculation of parking spaces (8.02 Q)
- ___ 32. Location, type, size, height, and design of all proposed signs (8.02 S)
- ___ 33. Location and type of outdoor lighting facilities and illumination analysis (8.02 U)
- ___ 34. Location of perc tests sites and proposed septic areas (8.02 W & Y)
- ___ 35. Statement documenting that streets and buildings are flagged to allow on-site inspection (8.02 X)

- ___ 36. Data listing (8.02 BB)
 - ___ a. Total land area
 - ___ b. Area of building coverage and total impervious
 - ___ c. Length of streets
 - ___ d. Area of open space / conservation strips
- ___ 37. Certification statements (four) on each sheet to be recorded (8.02 CC)
- ___ 38. Impact Fee note on plan (8.02 DD)

RESIDENTIAL DEVELOPMENTS

- ___ 39. Architectural Design Standards (5.03 A)
- ___ 40. Additional Screening (5.03 B)
- ___ 41. Pedestrian Access (5.03 C)
- ___ 42. Park and Recreation (5.03 D)
- ___ 43. Amenities & Common Facilities (5.03 E)
- ___ 44. Fire Suppression (5.03 F)
- ___ 45. Water Supply & Sewage Disposal (5.03 G)
- ___ 46. Internal Roadways (5.03 H)
- ___ 47. Rules and Procedures for Condominiums (8.03 A)
- ___ 48. Mail Receptacles (8.03 B)
- ___ 49. Addressing System (8.03 C)
- ___ 50. Provisions for Long Term Maintenance (8.03 D)

LARGE SCALE DEVELOPMENTS

- ___ 51. Phasing Plan (5.02 O)
- ___ 52. Traffic Impact Assessment (6.01)
- ___ 53. Fiscal Impact Analysis (6.02)
- ___ 54. School Impact Analysis (6.03)
- ___ 55. Environmental Impact Assessment (6.04)
- ___ 56. Community Service Impact Assessment (6.05)