

Warner, NH Subdivision Regulations

Appendix A



Subdivisions, Boundary or Lot Line Adjustments and Annexations Checklist

Amended January 24, 2011

Subdivisions, Boundary or Lot Line Adjustments and Annexations Checklist
Town of Warner, NH

The following checklist shall be completed by the applicant, signed, and submitted along with the application package. For full descriptions of the checklist items, see the referenced sections of the Warner Subdivision Regulations.

The checklist refers only to the required submittals necessary to begin Planning Board review of a project. The Warner Subdivision Regulations should be consulted for design standards and other requirements. Applicants should familiarize themselves with the Warner Subdivision Regulations as well as any other pertinent Ordinances and Regulations prior to filing an application. Applicants may schedule a preliminary conceptual consultation with the Board to discuss any proposal on an informal basis.

BLE (Y/N)APPLICA	INCLUDED (Y/N)	
—	—	<u>General Information Required for all Subdivisions, Boundary or Lot Line Adjustments and Annexations (Section V.A)</u>
—	—	(V.A.1) Subdivision name; Names and addresses of the applicant and owner; Written certification from owner.
—	—	(V.A.2) Three (3) paper copies on 22x34 with appropriate references and eleven (11) copies of 11x17. NOTE: See complete description for final plat information needed.
—	—	(V.A.3) Graphic or bar scale shown on plat; Scale not less than 1" = 100'.
—	—	(V.A.4) Location of existing and proposed lot lines; Bearings to the nearest thirty seconds; Dimensions to the nearest hundredth of a foot; Error of closure not more than 1:10,000; Area of existing and proposed lots in square feet and in acres; Type and location of existing and proposed monuments or boundary markers; Tie to State Grid Coordinate System shown on plat if within 1000 feet.
—	—	(V.A.5) Current owners and all abutters keyed to plan; Correct names and mailing addresses of owner and abutters on separate paper.
—	—	(V.A.6) Name, address, signature, license number, and seal of the NH registered land surveyor and/or engineer who prepared the Final Plat.
—	—	(V.A.7) Date of survey, dates of any revisions, north arrow (true north and magnetic north); Location (locus) map at 1" = 1000'.

APPLICABLE (Y/N)	INCLUDED (Y/N)	
—	—	(V.A.8) Tax map and parcel number. The numbering is to be approved by the Accessing office BEFORE the plans are brought to the Planning Board.
—	—	(V.A.9) Zoning District(s) and District lines; Building setback lines.
—	—	(V.A.10) Title and deed references.
—	—	(V.A.11) Legal description of existing and proposed easements, deed restrictions, and other encumbrances, covenants, reservations or restrictions and appropriate notations on plat.
—	—	(V.A.12) Listing of all variances and special exceptions granted by the ZBA for the parcel involved and dates granted.
—	—	(V.A.13) Names of all adjoining street(s).
—	—	(V.A.14) Approximate contours at 10' intervals; Significant natural features, including perennial streams, wetlands, etc.
—	—	(V.A.15) Location of existing and proposed buildings, drives, wells, septic systems, and all other manmade features.
		<u>Additional Information Required for Lot Line Adjustments and Annexations (Section V.B)</u>
—	—	(V.B.1.a.) Detailed survey map showing original boundaries of the adjacent parcels and the new property line or lines created as a result of the annexation or lot line adjustment.
—	—	(V.B.1.b) Tape and compass survey with a minimum accuracy of 1:500 of the entire parcel of land and a metes and bounds survey only for the land being transferred may be required.
—	—	(V.B.2) Abutters may be heard and may request a public hearing.

—	—	(V.B.3) In the case of annexation, a deed restriction in the body of the deed or other instrument of transfer and on the plat.
APPLICABLE (Y/N)	INCLUDED (Y/N)	
—	—	(V.B.4) Statement placed on plat stating: “This plan shows a conveyance of land for the purpose of lot line adjustment/annexation as defined in the Warner subdivision regulations. This approval does not constitute a subdivision.”
		<u>Additional Information Required for all Minor/Major Subdivisions (Section V.C)</u>
—	—	(V.C.1) Soil types and boundaries shown by dotted lines based on Merrimack County Soil Survey; Location of all test pits and test borings and a legend which explains map symbols, describes NHDES soils groups, and describes the properties of the soils regarding their suitability for septic systems, foundations, basements, building and road construction.
—	—	(V.C.2) Local, County, or State approvals for individual water service and sewage disposal systems; Percolation test results. A statement from WVWD attesting to the availability of such service shall be submitted.
—	—	(V.C.3) Location of water courses, wetlands, floodplains, ponds, rock ledges, tree lines, hydric soils as determined by NHDES regulations, other natural features; Compliance with Town of Warner Flood Plain Development Ordinance.
—	—	(V.C.4) Contours at 2' or 5' intervals, depending on grade, shown with dashed lines; Spot elevations at low points, high points, and other areas.
—	—	(V.C.5) Location of all monuments; Placement of stakes and ribbons marking corners of all proposed lots or sites of a Major Subdivision.
—	—	(V.C.6) Report from the NH Natural Heritage Inventory identifying rare plant and animal species and exemplary natural communities in or near the proposed subdivision; Environmental Impact Assessment, if such species or communities are identified.
—	—	(V.C.7) Location within or bounding the parcel of all culturally, historically or

		unique features.
APPLICABLE (Y/N)	INCLUDED (Y/N)	
		<u>Additional Information Required for all Major Subdivisions (Section V.D)</u>
—	—	(V.D.1) Location and width of existing and proposed streets and roads, with grades, cross-sections at 50 feet intervals plotted at 1"=10' horizontal and vertical scale, and road profiles plotted with the same horizontal scale as the plans and a horizontal to vertical scale ratio of 5 to 1 respectively for proposed streets.
—	—	(V.D.2) Location, size and invert elevation of sanitary and stormwater sewers; Location and size of water mains; Location of gas mains, fire hydrants, electric and telephone poles and street lights. All drainage ways and drainage structures; Distance to, and size of nearest water and sewer mains.
—	—	(V.D.3) Sketch plan of contiguous holdings showing future layout, street and drainage systems.
—	—	(V.D.4) Centerline and centerline stationing of all streets; Stationing shall show all points of curvature and all points of tangency.
—	—	(V.D.5) Documentation showing feasibility of future extension of temporary turnaround into adjoining properties.
—	—	(V.D.6) Plan for restoring temporary turnaround where extension of street is shown.
—	—	(V.D.7) Statement that proposed street centerlines and lot locations have been adequately flagged on the ground to allow onsite evaluation of the proposed subdivision by the Board and its agents.
—	—	(V.D.8) Data listing. Area of land; number of lots; length of streets in feet; acres of open space; list of abutters with addresses.
—	—	(V.D.9) Erosion plan.

—	—	(V.D.10) Land disturbance.
APPLICABLE (Y/N)	INCLUDED (Y/N)	
—	—	(V.D.11) Drainage Plan.
—	—	(V.D.12) Phasing plan.
—	—	(V.D.13) Other information required by the Board.
—	—	(V.D.14) Certifications affixed to Plan with signatures and seals.
		<u>Special Requirements (Section V.E)</u>
—	—	(V.E.1) Traffic Impact Assessment.
—	—	(V.E.2) Fiscal Impact Analysis.
—	—	(V.E.3) School Impact Analysis.
—	—	(V.E.4) Community Services Impact Assessment.
—	—	(V.E.5) Other considerations, special investigations.