



# TOWN OF WARNER PLANNING BOARD

P.O. Box 265

Warner, New Hampshire 03278-0059

Telephone: (603) 456-2298, ext. 7

Fax: (603) 456-2297

## APPLICATION FOR SUBDIVISION

**Please note that this application is subject to NH RSA 91-A which affords the public access to this information.**

MAJOR SUBDIVISION (4+ LOTS) \_\_\_\_\_ MINOR SUBDIVISION (2-3 LOTS) \_\_\_\_\_ CONDO SUBDIVISION \_\_\_\_\_

ACTION NEEDED FROM THE ZONING BOARD OF ADJUSTMENT? YES \_\_\_\_\_ NO \_\_\_\_\_

WRITTEN WAIVER REQUEST TO SPECIFIC PROVISIONS INCLUDED? YES \_\_\_\_\_ NO \_\_\_\_\_

TODAY'S DATE: \_\_\_\_\_

NAME OF APPLICANT \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE # 1 \_\_\_\_\_ PHONE # 2 \_\_\_\_\_ E-MAIL \_\_\_\_\_

OWNER(S) OF PROPERTY \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE # 1 \_\_\_\_\_ PHONE # 2 \_\_\_\_\_ E-MAIL \_\_\_\_\_

AGENT NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE # 1 \_\_\_\_\_ PHONE # 2 \_\_\_\_\_ E-MAIL \_\_\_\_\_

LICENSED LAND SURVEYOR: \_\_\_\_\_

LICENSED PROFESSIONAL ENGINEER: \_\_\_\_\_

CERTIFIED SOIL SCIENTIST: \_\_\_\_\_

CERTIFIED WETLAND SCIENTIST: \_\_\_\_\_

OTHER PROFESSIONAL(S): \_\_\_\_\_

STREET ADDRESS & DESCRIPTION OF PROPERTY \_\_\_\_\_

MAP # \_\_\_\_\_ LOT # \_\_\_\_\_ ZONING DISTRICT \_\_\_\_\_ NUMBER OF LOTS/UNITS: \_\_\_\_\_

FRONTAGE ON WHAT STREET(S): \_\_\_\_\_

DEVELOPMENT AREAS: \_\_\_\_\_ acres/sq.ft. BUILDING/ADDITION: \_\_\_\_\_ sq. ft.

DEED REFERENCE: Book \_\_\_\_\_ Page \_\_\_\_\_ Please include a copy of the Deed.

PROPOSED USE: \_\_\_\_\_

DETAILS OF REQUEST: *Indicate number of separate pages attached, if necessary.*

**Authorization/Certification from Property Owner(s)**

I (We) hereby designate \_\_\_\_\_ to serve as my agent and to appear and present said application before the Warner Planning Board.

By submitting this application I (We) hereby authorize and understand that agents of the Town may visit the site without further notice. I (We) further understand the Planning Board may at some point during the review process schedule a Site Visit, which will be duly posted.

I (We) understand that the Planning Board will review the plan and/or may send the plan out for review. The applicant shall pay for such a review. A Public Hearing shall not be held until the Planning Board determines if the application is complete.

To the best of my knowledge, the information provided herein is accurate and is in accordance with the Town of Warner Zoning Ordinance and other land use regulations of the Town including but not limited to the Subdivision Regulations, Site Plan Regulations and other applicable state and federal regulations which may apply.

All sections of this application must be completed, including Owners Authorization/Certification, Abutters List, and Appendix A Checklist.

Signature of Property Owner(s): \_\_\_\_\_ Date: \_\_\_\_\_  
(Need signatures of all owner's listed on deed)

Print Names \_\_\_\_\_

Signature of Applicant(s) if different from Owner:

\_\_\_\_\_ Date: \_\_\_\_\_

Print Names \_\_\_\_\_

**For Planning Board Use Only**

Date Received at Town Office: \_\_\_\_\_

Received By: \_\_\_\_\_

Fees Submitted: Amount: \_\_\_\_\_ Cash: \_\_\_\_\_ Check # \_\_\_\_\_ Other: \_\_\_\_\_

Abutter's List Received: Yes \_\_\_\_\_ No \_\_\_\_\_

Date of Review: \_\_\_\_\_ Date of Hearing: \_\_\_\_\_ Date Approved: \_\_\_\_\_

**PLANNING BOARD APPLICATION FEES:\***

**Base Application Fee:**

<b>Site Plan Review:</b>	<b>\$ 400.00</b>
<b>Home Occupation Plan Review:</b>	<b>\$ 100.00</b>
<b>Subdivision Major (4+ lots):</b>	<b>\$ 250.00</b>
+ per lot/unit charge of	<b>\$ 50.00</b>
<b>Subdivision Minor (2-3 lots):</b>	<b>\$ 250.00</b>
+ per lot/unit charge of	<b>\$ 50.00</b>
<b>Lot Line Adjustment:</b>	<b>\$ 150.00</b>
<b>Voluntary Merger:</b>	<b>\$ 60.00</b>
<b><u>Abutter Notification:**</u></b>	<b>\$ 7.00 per abutter</b>

<b><u>Recording Fee:</u></b>	<b>\$ 39.00 plus:</b>
<b>Plans, per page:</b>	<b>8.5x11 – \$11.00                      17x22 – \$16.00</b>
	<b>11x17 – \$11.00                      22x34 – \$26.00</b>

**Plus: LCHIP\*\*\* Surcharge of \$25. Write a separate check made out to:  
Merrimack County Registry of Deeds**

**Documents:            1<sup>st</sup> page, \$12.46 (includes \$2.00 surcharge and 0.46 for return  
                                 postage)  
                                 Ea. additional page, \$4.00**

**\* Fees for publication of the Legal Notice will be invoiced and must be paid prior to public hearing.**

**\*\* Complete the abutters list attached with the application and include all abutters within 200 feet of the boundaries of the property, as well as applicant, property owner(s), professionals and easement holders. Include abutters' name, address, town, state, zip code, and Map and Lot numbers.**

**\*\*\* LCHIP = Land and Community Heritage Investment Program.**

**Abutter(s) List**

Please list the names and addresses of all owners of property that abut the subject property, defined as follows: **“Abutter”** as defined in RSA 672:3: also includes any person whose property has a boundary which is within two hundred (200) feet of any boundary of the land under consideration, or has frontage on a pond on which the land under consideration also has frontage. [*Amended March 2020*]

The abutters list must be obtained from the Town of Warner’s Assessors records within 5 days of submission of this application

In addition to abutters, please include the names and addresses of the applicant, owner(s) of the subject property, and, as applicable, the owners’ agent, engineer, land surveyor, architect, soil scientist, wetland scientist, and holders of conservation, preservation, or agricultural preservation restrictions.

I certify that this abutters list was obtained from the Town of Warner’s Assessors records on:

\_\_\_\_\_ (date)

Signature \_\_\_\_\_

Print Name \_\_\_\_\_

Map: \_\_\_\_\_ Lot: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Map: \_\_\_\_\_ Lot: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Map: \_\_\_\_\_ Lot: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

**Town of Warner Planning Board Abutter(s) List (continued)**

Map: \_\_\_\_\_ Lot: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Map: \_\_\_\_\_ Lot: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Map: \_\_\_\_\_ Lot: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Map: \_\_\_\_\_ Lot: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Map: \_\_\_\_\_ Lot: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Map: \_\_\_\_\_ Lot: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

# Warner, NH Subdivision Regulations

## Appendix A



### Subdivisions, Boundary or Lot Line Adjustments and Annexations Checklist

Amended January 24, 2011

Amended March 11, 2020

## 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.

APPLICABLE (Y/N)	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.
		<b><u>Additional Information Required for Lot Line Adjustments and Annexations (Section V.B)</u></b>
___	___	(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 WWWD 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, i  f 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.