

**APPLICATION FOR SUBDIVISION
TOWN OF BRENTWOOD, N.H.**

Name of applicant

Phone number

Email: _____

Address of Applicant

Street

Town & State

Property tax map number

Date

Property owners name
(If different than applicant's)

Phone number

TYPE OF APPLICATION

SUBDIVISION - GIVE A BRIEF DESCRIPTION OF THE PROJECT

“I hereby authorize the Brentwood Planning Board and its agents to access my land for the purpose of reviewing this plan, performing road inspections and any other inspections deemed necessary by the Board or its agents, to insure conformance of the on-site improvements with the approved plan and all Town of Brentwood ordinances and regulations.”

Date

Owner's Signature

Name of Applicant _____ Date _____

Location of property _____ tax map _____ lot _____

TOWN OF BRENTWOOD SUBDIVISION APPLICATION - CHECKLIST

FEES: The following is a partial list of fees that may be charged, when applicable, and must be paid prior to the recording of the mylar.

The following fees are to be paid upon application to the Planning Board:

- ___ \$200.00 for application and secretarial fees - non-refundable
- ___ \$200.00 Professional Planner - non-refundable
- ___ \$ 10.00 per abutter - Cost of certified mailings to each land owner within 200 feet, the applicant, owner of the subject property/s (if different than applicant) and the name & address of every engineer, architect, land surveyor, or soil scientist whose professional seal appears on any plat submitted to the Board. **MUST BE ON 1" x 2 5/8" mailing labels, in TRIPLICATE**
- ___ \$125.00 for legal notice
- ___ \$30.00 per lot for tax map changes
- ___ \$20.00 recording charges: plan copies, photocopies, express mail, etc.
- ___ \$2,500.00 Town Engineer Review – if applicable
- ___ \$1,500.00 Professional Fire Protection Review – if applicable

Recording Fees and Consultant Fees:

- _____ Town Engineer
- _____ Fire Chief
- _____ Fire Consultant
- _____ Town Counsel
- _____ Rockingham Planning Commission, if additional time is required beyond initial application fees.
- _____ Any other professional consultants required by the Planning Board
- _____ Fax, photo copies, express mail, etc.

A subdivision application shall contain the following information, where applicable, to be considered complete.

- ___ Letter of Intent
- ___ Letter of Authorization
- ___ Copy of Deed
- ___ List of Abutters and Addresses **on 1" x 2 5/8" mailing labels, in triplicate**
- ___ 7 full size and two (2) 11 x 17 copies of the plan-set **Cover sheet shall show the subject parcel along with all abutting parcels within two hundred feet. Each parcel shall be labeled with their tax map references.**
- ___ PDF version of plan set – submitted via email or on removable electronic media.
- ___ Certification of Road Profiles by Town Consulting Engineer

Subdivision Regulations

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The following checklist is just a guide, the Planning Board may require additional information as deemed necessary.

- ___ Current owners name and address
- ___ Option holders name & address
- ___ Surveyor name, license number stamp
- ___ Abutters names keyed to the plan
- ___ North Arrow
- ___ Date
- ___ Location (locus) map
- ___ Tax map & parcel number
- ___ Location & dimensions of property
- ___ Area of proposed lots

- ___ Proposed subdivision name
- ___ Location of easements
- ___ Location of existing buildings
- ___ Location of existing & proposed
- ___ Topographical map (2' intervals)
- ___ Existing & proposed

- ___ Drainage control (culvert, catch-basins, etc.)
- ___ Location of septic system
- ___ Location of land to be dedicated for public use
- ___ Location, bearing, and length of every street line, lot line, and boundary line, shown to hundredths of a foot & bearings to at least half minutes
- ___ Information on at least two (2) test pits, and of at least (1) percolation test to include:
 - *Location of test pits
 - *Percolation test date
 - *Certification of test witness
 - *Outline of the area reserved for leach field
- ___ Location of concrete monuments and/or iron pins to be shown on the mylar

- ___ Location of existing & proposed sewer lines
- ___ Location of existing & proposed water lines
- ___ Location of water courses, standing water, or fire ponds
- ___ Location of ledges & other natural features
- ___ Name, width, class & location of existing & proposed streets

- ___ Road profiles showing width, grade, existing topography, boundaries & drainage (existing & proposed) at a scale of not less than 1" = 50'

- ___ Building & setback lines, include setbacks from very poorly & poorly drained soils, where appropriate
- ___ Zoning Districts, If any:
 - ___ Commercial/Industrial
 - ___ Agricultural/Residential
 - ___ Aquifer protection
 - ___ Flood plains
 - ___ Wetlands protection
 - ___ Multifamily / Professional Office
 - ___ Shoreland Protection
 - ___ Subdivision Approval from NH Water Supply & Pollution Control Commission (RSA 149:8-a)
- ___ Inclusion upon mylar of notation cited on page 14 of the Subdivision Regulations of Town of Brentwood
- ___ All other applicable items, such as:
 - * Driveway Access Permit
 - * NHWS & PCC "Site Specific Permit (RSA 149:8-a)
 - * Traffic Impact Analysis and
 - * Performance Bond, etc.