Subdivision, Site Review, and Lot Line Adjustment Application Checklist
Barrington Planning Board
Adopted January 20, 2009

This checklist is intended to assist applicants in preparing a complete application for subdivision as required by the Barrington Subdivision Regulations and must be submitted along with all subdivision applications. An applicant seeking subdivision approval shall be responsible for all requirements specified in the Barrington Subdivision Regulations even if said requirements are omitted from this checklist.

An applicant seeking subdivision approval shall be responsible for providing all the information listed in the column below entitled "Subdivision" and should place an "x" in each box to indicate that this information has been provided. If an item is considered unnecessary for certain applications the "NA" box should be marked instead indicating "Not Applicable". Only certain checklist items are required for lot line adjustments, as noted by the applicable check boxes below.

STEPPINGSTONE FARM PARTNERSHIP

Check The Appropriate Box or Boxes Below: ☐ **Lot Line Relocation** **See Section I & II** ☒ **Site Plan** **See Sections I & II** ☐ **Subdivision Plan** **See Sections I, II, III, IV & V**				
	Provided	**NA**		
Section I. **General Requirements**				
✓ 1. Completed Application Form	☒	☐		
✓ 2. Complete abutters list	☒	☐		
✓ 3. Payment of all required fees	☒	☐		
✓ 4. Five (5) full size sets of plans and six (6) sets of plans 11" by 17"submitted with all required information in accordance with the subdivision regulations and this checklist	☒	☐		
5. Copies of any proposed easement deeds, protective covenants or other legal documents	☐	☒		
Need Drainage 6. Any waiver request(s) submitted with justification in writing	☐	☒		
7. Technical reports and supporting documents (see Sections IX & X of this checklist)	☐	☒		
✓ 8. Completed Application Checklist	☒	☐		
Section II. **General Plan Information**				
✓ 1. Size and presentation of sheet(s) per registry requirements and the subdivision regulations	☒	☐		
2. Title block information:	☒	☐		
✓ a. Drawing title	☒	☐		
✓ b. Name of subdivision	☒	☐		
✓ c. Location of subdivision	☒	☐		
✓ d. Tax map & lot numbers of subject parcel(s)	☒	☐		

	e. Name & address of owner(s)	☒	☐		
✓	f. Date of plan	☒	☐		
✓	g. Scale of plan	☒	☐		
✓	h. Sheet number	☒	☐		
✓	i. Name, address, & telephone number of design firm	☒	☐		
✓	j. Name and address of applicant	☒	☐		
✓	3. Revision block with provision for amendment dates	☒	☐		
Need	4. Planning Board approval block provided on each sheet to be recorded	☐	☐		
✓	5. Certification block (for engineer or surveyor)	☒	☐		
✓	6. Match lines (if any)	☐	☒		
✓	7. Zoning designation of subject parcel(s) including overlay districts	☒	☐		
✓	8. Minimum lot area, frontages & setback dimensions required for district(s)	☒	☐		
✓	9. List Federal Emergency Management Agency (FEMA) sheet(s) used to identify100-year flood elevation, locate the elevation	☐	☒		
✓	10. Note the following: "If, during construction, it becomes apparent that deficiencies exist in the approved design drawings, the Contractor shall be required to correct the deficiencies to meet the requirements of the regulations at no expense to the Town."	☒	☐		
✓	11. Note the following: "Required erosion control measures shall be installed prior to any disturbance of the site's surface area and shall be maintained through the completion of all construction activities. If, during construction, it becomes apparent that additional erosion control measures are required to stop any erosion on the construction site due to actual site conditions, the Owner shall be required to install the necessary erosion protection at no expense to the Town."	☒	☐		
✓	12. Note identifying which plans are to be recorded and which are on file at the town.	☒	☐		
	13. Note the following: "All materials and methods of construction shall conform to Town of Barrington Subdivision Regulations and the latest edition of the New Hampshire Department of Transportation's Standard Specifications for Road & Bridge Construction."	☒	☐		
✓	14. North arrow	☒	☐		
✓	15. Location & elevation(s) of 100-year flood zone per FEMA Flood Insurance Study	☐	☒		
✓	16. Plan and deed references	☒	☐		
	17. The following notes shall be provided:	☒	☐		
✓	a. Purpose of plan	☒	☐		
✓	b. Existing and proposed use	☒	☐		
✓	c. Water supply source (name of provider (company) if offsite)	☒	☐		
✓	d. Zoning variances/special exceptions with conditions	n/a ☒	☒		
	e. List of required permits and permit approval numbers	☐	☒		
✓	f. Vicinity sketch showing 1,000 feet surrounding the site	☒	☐		
✓	g. Plan index indicating all sheets	☒	☐		
✓	18. Boundary of entire property to be subdivided	☒	☐		
	19. Boundary monuments	☒	☐		
✓	a. Monuments found	☒	☐		
✓	b. Map number and lot number, name addresses, and zoning of all abutting land owners	☒	☐		
✓	c. Monuments to be set	☐	☒		
	20. Existing streets:	☒	☐		
✓	a. Name labeled	☒	☐		
✓	b. Status noted or labeled	☒	☐		
✓	c. Right-of-way dimensioned	☒	☐		
✓	d. Pavement width dimensioned	☒	☐		
✓	21. Municipal boundaries (if any)	☐	☒		

22. Existing easements (identified by type)	☒	☐		
A) Drainage easement(s)	☒	☐		
B) Slope easements(s)	☐	☒		
C) Utility easement(s)	☐	☒		
D) Temporary easement(s) (Such as temporary turnaround	☐	☒		
E) No-cut zone(s) along streams & wetlands (as may be requested by the F) Conservation Commission)	☐	☒		
G) Vehicular & pedestrian access easement(s)	☐	☒		
H) Visibility easement(s)	☐	☒		
I) Fire pond/cistern(s)	☐	☒		
J) Roadway widening easement(s)	☐	☒		
K) Walking trail easement(s)	☐	☒		
a) Other easement(s) Note type(s)	☐	☒		
23. Designation of each proposed lot (by map & lot numbers as provided by the assessor)	☐	☒		
24. Area of each lot (in acres & square feet):	☒	☐		
a. Existing lot(s)	☒	☐		
Need — b. Contiguous upland(s)	☒	☐		
25. Wetland delineation (including Prime Wetlands):	☒	☐		
a. Limits of wetlands	☒	☐		
b. Wetland delineation criteria	☒	☐		
Need — c. Wetland Scientist certification	☒	☐		
Need — 26. Owner(s) signature(s)	☐	☐		
27. All required setbacks	☒	☐		
28. Physical features	☒	☐		
a. Buildings	☒	☐		
b. Wells	☒	☐		
c. Septic systems	☒	☐		
d. Stone walls	☒	☐		
e. Paved drives	☒	☐		
f. Gravel drives	☒	☐		
29. Location & name (if any) of any streams or water bodies	☒	☐		
30. Location of existing overhead utility lines, poles, towers, etc.	☒	☐		
31. Two-foot contour interval topography shown over all subject parcels	☒	☐		
32. Map and lot numbers, name, addresses, and zoning of all abutting land owners	☒	☐		
Section III **Proposed Site Conditions Plan** **(Use Sections I General Requirements & Section II General Plan Information)**				
1. Surveyor's stamp and signature by Licensed Land Surveyor	☐	☐		
2. Proposed lot configuration defined by metes and bounds	☐	☐		
3. Proposed easements defined by metes & bounds. Check each type of proposed easement applicable to this application:	☐	☐		
a. Drainage easement(s)	☐	☐		
b. Slope easement(s)	☐	☐		
c. Utility easement(s)	☐	☐		
d. Temporary easement(s) (such as temporary turnaround)	☐	☐		
e. Roadway widening easement(s)	☐	☐		
f. Walking trail easement(s)	☐	☐		
g. Other easement(s) Note type(s)	☐	☐		
4. Area of each lot (in acres & square feet):	☐	☐		
a. Total upland(s)	☐	☐		

b. Contiguous uplands(s)	☐	☐		
5. Proposed streets:	☐	☐		
a. Name(s) labeled	☐	☐		
b. Width of right-of-way dimensioned	☐	☐		
c. Pavement width dimensioned	☐	☐		
6. Source and datum of topographic information (USGS required)	☐	☐		
7. Show at least one benchmark per sheet (min.) and per 5 acres (min.) of total site area	☐	☐		
8. Soil Conservation Service (SCS) soil survey information	☐	☐		
9. Location, type, size & inverts of the following (as applicable):	☐	☐		
a. Existing water systems	☐	☐		
b. Existing drainage systems	☐	☐		
c. Existing utilities	☐	☐		
10. 4K affluent areas with 2 test pit locations shown with suitable leaching areas	☐	☐		
11. Location of all water wells with protective radii as required by the NH Department Of Environmental Services (meeting Town and NHDES setback requirements)	☐	☐		
12. Existing tree lines	☐	☐		
13. Existing ledge outcroppings & other significant natural features	☐	☐		
14. Drainage, Erosion and Sediment Control Plan(s) containing all of the requirements specified in Section 16.3.2 (Final Plan Requirements) of the Subdivision Regulations	☐	☐		
Section IV **Construction Detail Drawings**				
Note: Construction details to conform with NHDOT Standards & Specifications for Roads & Bridges, Town of Barrington Highway Department requirements, and Subdivision Regulations	☐	☐		
1. Typical cross-section of roadway	☐	☐		
2. Typical driveway apron detail	☐	☐		
3. Curbing detail	☐	☐		
4. Guardrail detail	☐	☐		
5. Sidewalk detail	☐	☐		
6. Traffic signs and pavement markings	☐	☐		
7. Drainage structure(s):	☐	☐		
8. Outlet protection riprap apron	☐	☐		
9. Level spreader	☐	☐		
10. Treatment swale	☐	☐		
11. Typical section at detention basin	☐	☐		
12. Typical pipe trench	☐	☐		
13. Fire protection details	☐	☐		
14. Erosion control details:	☐	☐		
15. Construction Notes	☐	☐		
a. Construction sequence	☐	☐		
b. Erosion control notes	☐	☐		
c. Landscaping notes	☐	☐		
d. Water system construction notes	☐	☐		
e. Sewage system construction notes	☐	☐		
f. Existing & finish centerline grades	☐	☐		
g. Proposed pavement - Typical cross-section	☐	☐		
h. Right-of-way and easement limits	☐	☐		
i. Embankment slopes	☐	☐		
j. Utilities	☐	☐		

Section V **Supporting Documentation If Required**				
1. Calculation of permitted housing density (for Conservation Subdivisions only as required in Article 6 of the Barrington Zoning Ordinance)	☐	☐		
2. Stormwater management report	☐	☐		
3. Traffic impact analysis	☐	☐		
4. Environmental impact assessment	☐	☐		
5. Hydrogeologic study	☐	☐		
6. Fiscal impact study provided	☐	☐		
7. Calculation of permitted housing density (for Conservation Subdivisions only as required in Article 6 of the Barrington Zoning Ordinance)	☐	☐		
8. Site Inventory and Conceptual Development Plan (from preliminary Conservation Subdivision review only)	☐	☐		

APPLICATION AGREEMENT

I hereby apply for Subdivision Plan Review and acknowledge I will comply with all of the ordinances of the Town Of Barrington, New Hampshire State Laws, as well as any stipulations of the Planning Board, in development and construction of this project. I understand that if any of the subdivision Plan or Application specifications are incomplete, the Application will be considered rejected.

In consideration for approval and the privileges accruing thereto, the subdivider thereby agrees:

E. To carry out the improvements agreed upon and as shown and intended by said plat, including any work made necessary by unforeseen conditions which become apparent during construction of the subdivision.

E. To post all streets "Private" until accepted by the Town and to provide and install street signs as approved by the Selectmen of the Town for all street intersections.

E. To give the Town on demand, proper deeds for land or rights-of-way reserved on the plat for streets, drainage, or other purposes as agreed upon.

E. To save the Town harmless from any obligation it may incur or repairs it may make, because of my failure to carry out any of the foregoing provisions.

E. Mr/Mrs _____ of _____ to whom all communications to the subdivider may be addressed with any proceedings arising out of the agreement herein.

Signature of Owner: _____

Signature of Developer: _____

Technical Review Signatures: _____

Town Engineer/Planner Approval Signature: _____ The owners, by the filing of this application as indicated above, hereby give permission for any member of the Barrington Planning Board, the Town Engineer, The Conservation Commission and such agents or employees of the Town or other persons as the Planning Board may authorize, to enter upon the property which is the subject of this application at all reasonable times for the purpose of such examinations, surveys, test and inspections as may be appropriate.

(Refusal to sign this permission form does not invalidate an application, but the Planning Board may not be able to make an informed decision regarding unseen lands with potential areas of concerns).

Signature of Owner: _____

Note: The developer/individual in charge must have control over all project work and be available to the Road Agent and Code Enforcement Officer during the construction phase of the project. The Road Agent and Code Enforcement Officer must be notified within two (2) working days of any change by the individual in charge of the project.

ADMINISTRATIVE AND REVIEW FEES