

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.

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

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e. Name & address of owner(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
f. Date of plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
g. Scale of plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
h. Sheet number	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
i. Name, address, & telephone number of design firm	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
j. Name and address of applicant	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
3. Revision block with provision for amendment dates	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
4. Planning Board approval block provided on each sheet to be recorded	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
5. Certification block (for engineer or surveyor)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
6. Match lines (if any)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
7. Zoning designation of subject parcel(s) including overlay districts	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
8. Minimum lot area, frontages & setback dimensions required for district(s)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
9. List Federal Emergency Management Agency (FEMA) sheet(s) used to identify 100-year flood elevation, locate the elevation	<input type="checkbox"/>	<input type="checkbox"/>		
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."	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
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."	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
12. Note identifying which plans are to be recorded and which are on file at the town.	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
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."	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
14. North arrow	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
15. Location & elevation(s) of 100-year flood zone per FEMA Flood Insurance Study	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
16. Plan and deed references	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
17. The following notes shall be provided:	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
a. Purpose of plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
b. Existing and proposed use	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
c. Water supply source (name of provider (company) if offsite)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		
d. Zoning variances/special exceptions with conditions	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
e. List of required permits and permit approval numbers	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
f. Vicinity sketch showing 1,000 feet surrounding the site	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
g. Plan index indicating all sheets	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
18. Boundary of entire property to be subdivided	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
19. Boundary monuments	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
a. Monuments found	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
b. Map number and lot number, name addresses, and zoning of all abutting land owners	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
c. Monuments to be set	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
20. Existing streets:	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
a. Name labeled	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
b. Status noted or labeled	<input type="checkbox"/>	<input type="checkbox"/>		
c. Right-of-way dimensioned	<input type="checkbox"/>	<input type="checkbox"/>		
d. Pavement width dimensioned	<input type="checkbox"/>	<input type="checkbox"/>		
21. Municipal boundaries (if any)	<input type="checkbox"/>	<input checked="" type="checkbox"/>		

(date of adoption)

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

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

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)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
2.	Stormwater management report	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
3.	Traffic impact analysis	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
4.	Environmental impact assessment	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
5.	Hydrogeologic study	<input type="checkbox"/>	<input checked="" type="checkbox"/>		
6.	Fiscal impact study provided	<input type="checkbox"/>	<input type="checkbox"/>		
7.	Calculation of permitted housing density (for Conservation Subdivisions only as required in Article 6 of the Barrington Zoning Ordinance)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
8.	Site Inventory and Conceptual Development Plan (from preliminary Conservation Subdivision review only)	<input type="checkbox"/>	<input type="checkbox"/>		