

Applicant: \_\_\_\_\_ Case # \_\_\_\_\_

**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 type="checkbox"/> Subdivision Plan See Sections I, II, III, IV & V			
			Provided	NA	
<b>Section I.</b>					
<b>General Requirements</b>					
1. Completed Application Form			<input type="checkbox"/>	<input type="checkbox"/>	
2. Complete abutters list			<input type="checkbox"/>	<input type="checkbox"/>	
3. Payment of all required fees			<input type="checkbox"/>	<input type="checkbox"/>	
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			<input 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 type="checkbox"/>	
7. Technical reports and supporting documents (see Sections IX & X of this checklist)			<input type="checkbox"/>	<input type="checkbox"/>	
8. Completed Application Checklist			<input type="checkbox"/>	<input type="checkbox"/>	
<b>Section II.</b>					
<b>General Plan Information</b>					
1. Size and presentation of sheet(s) per registry requirements and the subdivision regulations			<input type="checkbox"/>	<input type="checkbox"/>	
2. Title block information:			<input type="checkbox"/>	<input type="checkbox"/>	
a. Drawing title			<input type="checkbox"/>	<input type="checkbox"/>	
b. Name of subdivision			<input type="checkbox"/>	<input type="checkbox"/>	
c. Location of subdivision			<input type="checkbox"/>	<input type="checkbox"/>	
d. Tax map & lot numbers of subject parcel(s)			<input type="checkbox"/>	<input type="checkbox"/>	

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

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22. Existing easements (identified by type)	<input type="checkbox"/>	<input type="checkbox"/>		
A) Drainage easement(s)	<input type="checkbox"/>	<input type="checkbox"/>		
B) Slope easements(s)	<input type="checkbox"/>	<input type="checkbox"/>		
C) Utility easement(s)	<input type="checkbox"/>	<input type="checkbox"/>		
D) Temporary easement(s) (Such as temporary turnaround	<input type="checkbox"/>	<input type="checkbox"/>		
E) No-cut zone(s) along streams & wetlands ( as may be requested by the	<input type="checkbox"/>	<input type="checkbox"/>		
F) Conservation Commission)	<input type="checkbox"/>	<input type="checkbox"/>		
G) Vehicular & pedestrian access easement(s)	<input type="checkbox"/>	<input type="checkbox"/>		
H) Visibility easement(s)	<input type="checkbox"/>	<input type="checkbox"/>		
I) Fire pond/cistern(s)	<input type="checkbox"/>	<input type="checkbox"/>		
J) Roadway widening easement(s)	<input type="checkbox"/>	<input type="checkbox"/>		
K) Walking trail easement(s)	<input type="checkbox"/>	<input type="checkbox"/>		
a) Other easement(s) Note type(s)	<input type="checkbox"/>	<input type="checkbox"/>		
23. Designation of each proposed lot (by map & lot numbers as provided by the	<input type="checkbox"/>	<input type="checkbox"/>		
assessor)	<input type="checkbox"/>	<input type="checkbox"/>		
24. Area of each lot (in acres & square feet):	<input type="checkbox"/>	<input type="checkbox"/>		
a. Existing lot(s)	<input type="checkbox"/>	<input type="checkbox"/>		
b. Contiguous upland(s)	<input type="checkbox"/>	<input type="checkbox"/>		
25. Wetland delineation (including Prime Wetlands):	<input type="checkbox"/>	<input type="checkbox"/>		
a. Limits of wetlands	<input type="checkbox"/>	<input type="checkbox"/>		
b. Wetland delineation criteria	<input type="checkbox"/>	<input type="checkbox"/>		
c. Wetland Scientist certification	<input type="checkbox"/>	<input type="checkbox"/>		
26. Owner(s) signature(s)	<input type="checkbox"/>	<input type="checkbox"/>		
27. All required setbacks	<input type="checkbox"/>	<input type="checkbox"/>		
28. Physical features	<input type="checkbox"/>	<input type="checkbox"/>		
a. Buildings	<input type="checkbox"/>	<input type="checkbox"/>		
b. Wells	<input type="checkbox"/>	<input type="checkbox"/>		
c. Septic systems	<input type="checkbox"/>	<input type="checkbox"/>		
d. Stone walls	<input type="checkbox"/>	<input type="checkbox"/>		
e. Paved drives	<input type="checkbox"/>	<input type="checkbox"/>		
f. Gravel drives	<input type="checkbox"/>	<input type="checkbox"/>		
29. Location & name (if any) of any streams or water bodies	<input type="checkbox"/>	<input type="checkbox"/>		
30. Location of existing overhead utility lines, poles, towers, etc.	<input type="checkbox"/>	<input type="checkbox"/>		
31. Two-foot contour interval topography shown over all subject parcels	<input type="checkbox"/>	<input type="checkbox"/>		
32. Map and lot numbers, name, addresses, and zoning of all abutting land owners	<input type="checkbox"/>	<input type="checkbox"/>		
<b>Section III</b>				
<b>Proposed Site Conditions Plan</b>				
<b>(Use Sections I General Requirements &amp; Section II General Plan Information)</b>				
1. Surveyor's stamp and signature by Licensed Land Surveyor	<input type="checkbox"/>	<input type="checkbox"/>		
2. Proposed lot configuration defined by metes and bounds	<input type="checkbox"/>	<input type="checkbox"/>		
3. Proposed easements defined by metes & bounds. Check each type of proposed	<input type="checkbox"/>	<input type="checkbox"/>		
easement applicable to this application:	<input type="checkbox"/>	<input type="checkbox"/>		
a. Drainage easement(s)	<input type="checkbox"/>	<input type="checkbox"/>		
b. Slope easement(s)	<input type="checkbox"/>	<input type="checkbox"/>		
c. Utility easement(s)	<input type="checkbox"/>	<input type="checkbox"/>		
d. Temporary easement(s) (such as temporary turnaround)	<input type="checkbox"/>	<input type="checkbox"/>		
e. Roadway widening easement(s)	<input type="checkbox"/>	<input type="checkbox"/>		
f. Walking trail easement(s)	<input type="checkbox"/>	<input type="checkbox"/>		
g. Other easement(s) Note type(s)	<input type="checkbox"/>	<input type="checkbox"/>		
4. Area of each lot (in acres & square feet):	<input 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 type="checkbox"/>	<input type="checkbox"/>		
a. Name(s) labeled	<input type="checkbox"/>	<input type="checkbox"/>		
b. Width of right-of-way dimensioned	<input type="checkbox"/>	<input type="checkbox"/>		
c. Pavement width dimensioned	<input type="checkbox"/>	<input type="checkbox"/>		
6. Source and datum of topographic information (USGS required)	<input 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 type="checkbox"/>	<input type="checkbox"/>		
9. Location, type, size & inverts of the following (as applicable):	<input type="checkbox"/>	<input type="checkbox"/>		
a. Existing water systems	<input type="checkbox"/>	<input type="checkbox"/>		
b. Existing drainage systems	<input type="checkbox"/>	<input type="checkbox"/>		
c. Existing utilities	<input type="checkbox"/>	<input type="checkbox"/>		
10. 4K affluent areas with 2 test pit locations shown with suitable leaching areas	<input 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 type="checkbox"/>	<input type="checkbox"/>		
12. Existing tree lines	<input type="checkbox"/>	<input type="checkbox"/>		
13. Existing ledge outcroppings & other significant natural features	<input 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 type="checkbox"/>	<input type="checkbox"/>		
<b>Section IV</b>				
<b>Construction Detail Drawings</b>				
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 type="checkbox"/>	<input type="checkbox"/>		
2. Typical driveway apron detail	<input type="checkbox"/>	<input type="checkbox"/>		
3. Curbing detail	<input type="checkbox"/>	<input type="checkbox"/>		
4. Guardrail detail	<input type="checkbox"/>	<input type="checkbox"/>		
5. Sidewalk detail	<input type="checkbox"/>	<input type="checkbox"/>		
6. Traffic signs and pavement markings	<input type="checkbox"/>	<input type="checkbox"/>		
7. Drainage structure(s):	<input type="checkbox"/>	<input type="checkbox"/>		
8. Outlet protection riprap apron	<input type="checkbox"/>	<input type="checkbox"/>		
9. Level spreader	<input type="checkbox"/>	<input type="checkbox"/>		
10. Treatment swale	<input type="checkbox"/>	<input type="checkbox"/>		
11. Typical section at detention basin	<input type="checkbox"/>	<input type="checkbox"/>		
12. Typical pipe trench	<input type="checkbox"/>	<input type="checkbox"/>		
13. Fire protection details	<input type="checkbox"/>	<input type="checkbox"/>		
14. Erosion control details:	<input type="checkbox"/>	<input type="checkbox"/>		
15. Construction Notes	<input type="checkbox"/>	<input type="checkbox"/>		
a. Construction sequence	<input type="checkbox"/>	<input type="checkbox"/>		
b. Erosion control notes	<input type="checkbox"/>	<input type="checkbox"/>		
c. Landscaping notes	<input type="checkbox"/>	<input type="checkbox"/>		
d. Water system construction notes	<input type="checkbox"/>	<input type="checkbox"/>		
e. Sewage system construction notes	<input type="checkbox"/>	<input type="checkbox"/>		
f. Existing & finish centerline grades	<input type="checkbox"/>	<input type="checkbox"/>		
g. Proposed pavement - Typical cross-section	<input type="checkbox"/>	<input type="checkbox"/>		
h. Right-of-way and easement limits	<input type="checkbox"/>	<input type="checkbox"/>		
i. Embankment slopes	<input type="checkbox"/>	<input type="checkbox"/>		
j. Utilities	<input type="checkbox"/>	<input type="checkbox"/>		

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



## 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