APPLICATION FORM SITE PLAN REVIEW REGULATIONS TOWN OF CONWAY, NH

INSTRUCTIONS

Please complete each section of this application from and submit it with all required application material to: Town Planner or Planning Board Conway Town Office 1634 East Main Street Center Conway, NH 03813-0070

Wherever possible, please call the Town Planner at (603) 447-3855 to arrange an appointment to handdeliver the application. At a scheduled appointment, the material submitted will be reviewed for completeness with the applicant. Incomplete submission materials will be returned, causing unnecessary delays. Please use the appropriate checklist to ensure that your application is complete.

TYPE OF APPLICATION

Minor Review	Full Review		
PROPERTY OWNER			
Name:			
Mailing Address:			
Daytime Phone #: (_)		
AUTHORIZED AGENT (Compl	lete if applicable)		
Person or Firm's Name:			
Mailing Address:			
Daytime Phone #: (_)		
SITE IDENTIFICATION			
Street Address:			
Zoning District:			
Lot Size:	(acres) PID:		
USES ON THE LOT			
		Existing	Proposed
Total Non-Residential Flo # Residential Units	oor Space Area (S.F)		
CERTIFICATION I hereby certify that all information correct.	n presented as a part of th	is application is,	to the best of my kno
Signature of Owner:		Date	:

LIST OF ABUTTERS Town of Conway, NH

On this sheet, list the names and mailing addresses of the applicant, authorized agent (if applicable), and all abutters as indicated in Town records not more than five (5) days prior to submission, per RSA 676:4, I(b). <u>In addition, you must attach an adhesive</u> <u>mailing label for each entry.</u>

MAP	PAR	<u>OWNER</u>	ADDRESS
			· · · · · · · · · · · · · · · · · · ·
Attach additi	onal copies of	this form if necessary.	
Person/Firm	, which prepa	red this list:	
	h this list was		
		(Signature of Preparer)	
OATH TO BE	ADMINISTE	RED BY NOTARY PUBLIC OR JUSTIC	CE OF THE PEACE:
		personally appeared(Date)	
and under oath	the above appl	(Date) licant swore the above list of abutters to b r knowledge and belief.	
			(Notary)

TOWN OF CONWAY, NEW HAMPSHIRE PLANNING BOARD

<u>SCHEDULE OF FEES FOR SUBDIVISION, SITE PLAN AND</u> <u>CONCURRENT SUBDIVISION AND SITE PLAN</u>

Please make checks payable to the: Town of Conway. Fee must be submitted with the application to be considered complete

				SITE PLAN	SUBDIVISION
MINO	R REVIEW				
\diamond	Filing Fee @	\$175.00			
	-				
FULL	REVIEW	\$ \$200 00			
\diamond	Filing Fee @		nd new multi-family units @		
	\$30.00 per u	nit	id new multi-ranning units @		
\diamond	New non-res	sidential floor sp	ace @ \$0.06 per square foot		
	IVISION				
	/Unit Subdivi				
\	Filing Fee				
\diamond		four, @ \$30.00			
\diamond	Per unit ove	er one, @\$30.00	each		
	indary Line A				
\diamond	Filing Fee	@ \$70.00			
PUBL	IC NOTIFIC.	ATIONS			
\diamond	Newspaper	@ \$30.00			
\diamond	Applicant (@ \$5.00 each			
\diamond	Authorized	Agent @ \$5.00	each		
\diamond	Engineer/S	urveyor/Archited	ct @ \$5.00 each		
\diamond	Abutters @	\$5.00 each			
REGI	ONAL NOTI	FICATION			
\diamond	Regional Pl	lanning Commis	sion @ \$5.00		
\diamond	Municipalit	ties @ \$5.00 eac	h		
RECO	RDING FEE				
\diamond	Plan sheet	@ \$30.00 each			
\diamond	8.5" x 11" j	page @ \$15.00 e	each		
L-CHI	DFFF				DO NOT INCLUDE
				NA	L-CHIP FEE IN CONWAY FEE
\diamond			K – MADE PAYABLE (REGISTRY OF DEEDS)		CORWATTEE
TAX N	IAP AMEND	OMENT			
\diamond	\$50.00 for a	each plan sheet			
SCAN	NING FEE				
\diamond		@ \$10 – per She	eet		
		_			
			TOTAL DUE		
	D : 1	Φ	Office Use C	-	¢
	Paid:	\$		Cash	n: <u>\$</u>
Am	ount Due:	\$	Name on Check:		

C:\Users\Planning Assistant\Documents\Holly - Planning Assistant\planning\SITE PLAN REGULATIONS\2010\Site plan Application 022510.doc

TOWN OF CONWAY, NH COMPLETE CHECKLIST FOR SITE PLAN REVIEWS

Section	Application Content Item	Compliance
§123-6.A.	Correct type of application	-
0	Complete application signed by owner	
	Abutters list and labels	
	Regional Impact	
	Payment of all fees	
	Plans (three copies)	
	Title Block	
	Owners name	
	Project title	
	Bar scale	
	Numeric scale	
	Date(s) of preparation and revisions	
	Sheet number if in a set	
	North arrow.	
	Location map.	
	Lot area in acres and square feet.	
	Length of road frontage.	
	Green space calculations	
	Abutters names and uses	
	Existing 2' contours	
	Proposed 2' contours	
	Municipal, precinct & zoning boundaries (including overlays.)	
	Soil types and boundaries (SCS)	
	Proposed Bldgs (plan view, uses, sizes and elevations).	
	Plan view of existing buildings within 50' of the lot.	
	ROWs, roads, intersections and driveways within 50°.	
	Wetlands, watercourses proposed alterations.	
	Surface water bodies	
	Large Trees identified	
	Town Fire Chief/Inspector Approval	
	Other Town permits/approvals	
	Precinct Water Approval	
	Precinct Sewer Approval	
	State dredge and fill permit (wetland permit)	
	State septic approval/letter	
	State specific approval	
	State groundwater permit	
	State shoreline protection permit	
8100 C D 1	Other	
§123-6. B. 1.	Plan size up to 24" x 36"	
§123-6. B. 2.	Scale 1"=40' (or larger)	
§123-6. B. 3.	Supplemental plans	
§123-6. B. 4.	Surveyed property boundary lines (deflection angles)	
	Structure setback lines (Article 147)	
	Existing buildings (plan view, uses, sizes and elevations).	
	Name and address of surveyor.	
	Surveyor certification.	
	Name and address of engineer.	
	Engineer certification.	
§123-20.	Driveways and vehicular access	
§123-20.A.	NHDOT Permit	
§123-20.B.	Town Permit	

TOWN OF CONWAY, NH COMPLETE CHECKLIST FOR SITE PLAN REVIEWS

Section	Application Content Item	Compliance
§123-20.C.	Driveways on fronting roads	
§123-20.D.	Multiple driveways on fronting roads	
§123-20.E.	Commercial Driveways Paved	
§123-20.F.	Driveways in accordance with §131-67.C(8)	
§131-67.C.8.a.	Drainage analysis	
§131-67.C.8.b.	Min/Max width (10'/18' residential or 20'/36' commercial)	
§131-67.C.8.c.	90 (+/-15) degree intersection with street	
§131-67.C.8.d.	Residential intersection curb flair radii 15' minimum	
§131-67.C.8.e.	Maximum grade and negative grade to ditch line	
§131-67.C.8.f.	Commercial intersection curb flair radii 25' minimum	
§131-67.C.8.g.	Paved apron (15-30 feet) for unpaved driveways	
§131-67.C.8.h.	Max 2 curb cuts for residential lots	
§123-20.G.	Connecting drives	
§123-20.H.	Cross-easements for shared driveways	
§123-20.I.	Granite curbing	
§123-21.	Parking	
\$123-21.A.	# of spaces/alternative standards	
§123-21.B.	Credit for public parking lot	
§123-21.C.	Parking reduction (reserved)	
§123-21.D.	Parking space location (off-site)	
\$123-21.E.	Handicap parking spaces	
§123-22.	Parking lot design	
§123-22. §123-22.A.	Aisle widths	
\$123-22.B.	Paved	
\$123-22.C.	Parking space dimensions	
§123-22.D.	Traffic control islands	
\$123-22.E.	Traffic Circulation	
§123-23.	Off-street loading area(s), trailers, storage containers	
§123-24.	Snow storage and removal	
§123-25.	Pedestrian access and circulation	
§123-26.	Lighting - Check setbacks and buffers	
§123-27.	Drainage plans and calculations	
§123-28.	Utilities location of W/S/E	
§123-29.	Landscaping	
§123-29.A.	Buffer areas	
§123-29.A.1.	Buffer area defined	
§123-29.A.2.	Buffer vegetated	
§123-29.A.3.	Buffer free of prohibited uses	
§123-29.A.4.	Driveways cross buffer @ 90 degrees+/- 15 degrees	
§123-29.A.5.	Frontage buffer exception for village commercial districts	
§123-29.B.	Green space	
§123-29.C.	Industrial (I-1) tree requirement	
§123-29.D.	Trees	
§123-29.D.1.	One tree/500 sq.ft. of disturbed area	
§123-29.D.2.	Tree credits (3" caliper minimum)	
§123-29.D.2. §123-29.D.3.	Tree credits (3' califier initiality) Tree credits (70' limiting distance)	
§123-29.D.3.	Tree credits (12" and \geq 24 " trees)	
§123-29.D.4.	Tree credits (Salt tollerance within 25' of Street ROW)	
§123-29.D.5.	Minimum 50% of trees in Islands and along borders of parking lots	
3123 27.0.0.	minimum 5070 or ucos in Islands and along bolucis of parking lots	

TOWN OF CONWAY, NH COMPLETE CHECKLIST FOR SITE PLAN REVIEWS

Section	Application Content Item	Compliance
§123-29.D.7.	10% of required trees within traffic control islands	
§123-29.D.8.	Street tree requirements/15 feet from pavement	
§123-29.D.9.	Tree size and location requirements	
§123-29.D.10.	Planting to be in accordance with Horticultural Standards	
§123-29.D.11.	Existing trees to be protected	
§123-29.E.	General standards	
§123-29.E.1.	Landscaping obstructionsor hazards	
§123-29.E.2.	Snow storage not permitted where tree damage could occur	
§123-29.E.3.	Shrubsground cover shall be maintained to ensure soil stability.	
§123-30.	Architectural Design: Elevation view(s) of proposed structure(s)	
§123-30.A.1.	Monotony of design avoided, roof pitch, etc	
§123-30.A.2.	Exterior surface requirement	
§123-30.A.3.	Window requirements	
§123-31.	Patron rest rooms (identify location on plan)	
§123-32.	Solid waste recycling & disposal with screening	
§123-33.	Historic Sites	
§123-34.	On site water supply	
§123-35.	On site sewage disposal	
§123-36.	Wheel Chair Access	
§123-36.A.	Curb Ramps	
§123-36.B.	Access aisles adjoining handicap parking spaces paved	
§123-36.C.	Handicap parking spaces identified/Van Accessible Sign	
§123-36.D.	Main entrance wheelchair accessable	
§123-36.E.	Wheelchair ramps @ 1':12' slope or less	
§123-36.F.	Maximum slope of handicap parking space	
§123-37.	Floodplain construction	
§123-38.	Site Construction Standards	
§123-39.	Nuisance	
§123-40.	Public Health and Safety	
§123-41.	Temporary outdoor display of goods	
§123-41.A.	Site plan required for temporary outdoor display of Goods	
§123-41.B.	Maximum area (lessor of 5% of interior floor area or 1000 sq.ft.)	
§123-41.C.	One sale area per business	
§123-41.D.	Not in public or private ROW	
§123-41.E.	Located within covered sidewalk	
§123-41.F.	Compliance with all Town building, Fire, Life Safety and ADA Codes	
§123-42.	Plat notes required	
§123-42.A.	Landscaping	
§123-42.B.	Easements, covenants and restrictions.	
§123-42.C.	Maximum length vehicles	
§123-42.D.	Snow storage and removal	
§123-42.E.	Waste materials and recyclables	
	Others as needed	
	Statement re: ADA compliance	
	Waivers granted	
	Substitutions allowed	
Will bonding l		
	ion sufficiently complete?	
1.1	n is sufficiently complete and a Public Hearing has been scheduled for:	