

**TOWN OF NEW HAMPTON
SITE PLAN REVIEW CHECKLIST**

APPLICANT NAME/APPLICATION NUMBER _____

DATE OF APPLICATION _____

SUBMITTED
YES NO

WAIVED
YES NO

A. PLAT SUBMISSION ITEMS

- 1. Name of project; names and addresses of owners of record; tax map and lot number. _____
- 2. North arrow, date of plat, scale; name, address and seal of person preparing plat; signature block. _____
- 3. Vicinity sketch and zoning district(s). _____
- 4. Names and addresses of all abutters and all holders of conservation, preservation, or agricultural preservation easements (on the plat or on separate sheet). _____
- 5. Boundary lines, approximate dimensions and bearings; lot area in acres and square feet. _____
- 6. Setback and Buffer lines. _____
- 7. Physical features and use of abutting land within 200 feet of the site. _____
- 8. Shape, size, height, location and use of existing and proposed structures located on the site and within 200 feet of the site. _____
- 9. Location, name and widths of any existing and proposed roads on the property and within 200 feet of the site. _____
- 10. Location of existing and proposed sidewalks and driveways, with indication of travel for both pedestrian and vehicular traffic. _____
- 11. Access to the site, sight distance at access point(s), curb cuts and any proposed changes to existing streets; copy of driveway permit. _____
- 12. Location and number of parking spaces; loading spaces. _____
- 13. Location, types, size of all existing and proposed landscaping and screening. _____

**MUST BE COMPLETED AND SUBMITTED WITH
SITE PLAN APPLICATION**

**SUBMITTED
YES NO**

**WAIVED
YES NO**

A. PLAT SUBMISSION ITEMS (Continued)

- ___ ___ 14. Location, type and nature of all existing and proposed exterior lighting and signage. ___ ___
- ___ ___ 15. Architectural Plans. ___ ___
- ___ ___ 16. Surface water, rock ledges, stone walls, existing and proposed foliage lines; open space to be preserved; other natural features. ___ ___
- ___ ___ 17. Size and location of all existing and proposed water mains, sewers, culverts, and distances to existing fire hydrants and/or fire ponds. ___ ___
- ___ ___ 18. Existing and proposed grades and contours. ___ ___
- ___ ___ 19. Soil and wetland delineation. ___ ___
- ___ ___ 20. Location of test pits, test results; outline of 4,000 square-foot septic area with setback lines. ___ ___
- ___ ___ 21. Location of existing and proposed on-site well (showing 75-foot radius on the property). ___ ___
- ___ ___ 22. Location of any existing or proposed easements, deed restrictions, covenants. ___ ___
- ___ ___ 23. Base flood elevations. ___ ___
- ___ ___ 24. Location of utility tanks (propane, oil...), utility poles & solid waste containers and necessary screening. ___ ___
- ___ ___ 25. Location of snow storage areas. ___ ___

B. OTHER

- ___ ___ 1. Plan for Stormwater Management and Erosion Control. ___ ___
- ___ ___ 2. State subdivision approval for septic; design approval, and/or certification of adequacy of existing system(s). ___ ___
- ___ ___ 3. Alteration of Terrain Permit. ___ ___
- ___ ___ 4. State/Town Driveway Permit. ___ ___
- ___ ___ 5. Reports from Police, Fire, Public Works, Conservation Commission. ___ ___
- ___ ___ 6. Approval for municipal water/sewer connection. ___ ___
- ___ ___ 7. Deed restrictions, easements, covenants; deeds for lands devoted to public use. ___ ___
- ___ ___ 8. Any other state/federal permits. ___ ___
- ___ ___ 9. Impact Analysis. ___ ___

IS THIS A DEVELOPMENT HAVING REGIONAL IMPACT? ___ YES ___ NO