



TOWN OF NEW HAMPTON, NH

SUBDIVISION REGULATIONS

ADOPTED May 20, 1970

AMENDED May 20, 1971

May --, 1974

May 19, 1975

August 29, 1977 – Revised and Re-structured

March 19, 1979

February 16, 1981

September 21, 1981

May 21, 1985

May 20, 1986

April 7, 1987

November 1, 1988

May 16, 1989

June 20, 1989

December 21, 1994

May 16, 2006

June 20, 2006

August 15, 2006

May 20, 2008 – Total Revision

September 16, 2008

September 15, 2009

April 16, 2024

May 21, 2024

September 17, 2024

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TOWN OF NEW HAMPTON SUBDIVISION REGULATIONS

SECTION I. AUTHORITY

Pursuant to the authority vested in the New Hampton Planning Board by the voters of the Town of New Hampton on May 20, 1970 and in accordance with the provisions of RSA 674:35 of the New Hampshire Revised Statutes Annotated, and as amended, the New Hampton Planning Board adopts the following regulations governing the subdivision of land in the Town of New Hampton, New Hampshire, hereinafter known as Town of New Hampton Subdivision Regulations.

SECTION II. PURPOSE AND APPLICABILITY

The purpose of these regulations is to provide for the orderly present and future development of the Town by promoting the public health, safety, convenience and welfare of its residents.

These regulations apply to Planning Board review and approval or disapproval of all subdivisions as defined by RSA 672:14 and minor lot line adjustments or boundary agreements. They do not apply to voluntary mergers as defined by RSA 674:39-a.

SECTION III. DEFINITIONS

Abutter: Means: (1) any person whose property adjoins or is directly across the street or stream from the land under consideration by the Planning Board; and (2) affected municipalities and the regional planning commission(s) in the event of developments having regional impact. For purposes of receiving testimony only, and not for purpose of notification, the term "abutter" shall include any person who is able to demonstrate that his land will be directly affected by the proposal under consideration. For purposes of receipt of notification by a municipality of a local land use board hearing, in the case of an abutting property being under a condominium or other collective form of ownership, the term abutter means the officers of the collective or association, as defined in RSA 356-B: 3, XXIII.

Active and Substantial Development: The commencement and sustained on-site construction of systems or structures that constitute permanent underground or above ground installations within an approved subdivision or site plan. Construction start shall occur within 12 months of subdivision approval, or consistent with specific conditions of approval set by the Planning Board. Work required to secure Planning Board approval or approval of any required permit is not included in this definition. All development and construction work from application approval to final completion shall remain compliant with applicable codes, standards, regulations, ordinances, and conditions set by the Planning Board and regulatory authorities.

Applicant: Means the owner of record of the land to be subdivided, or his/her designated agent duly authorized in writing at the time of application.

Application, Complete: Means a final plat and all accompanying materials and fees as required by these regulations.

Approval: Means recognition by the Planning Board, certified by written endorsement on the plat, that the plat meets the requirements of these Regulations and in the judgment of the Board satisfies all criteria of good planning and design.

Approval, Conditional: Means recognition by the Planning Board, that the plat is not finally approved nor ready for filing with the Registry of Deeds until such time as certain conditions, set forth by the Board, are met. This is not to be confused with a plat that has been approved *subject to certain conditions* that would be met as part of the implementation of the plan.

Board: Means the Planning Board of the Town of New Hampton.

Cluster Development: Means a subdivision where increased development density is permitted in one portion of a subdivision in order to preserve contiguous natural or agricultural landscapes on the remaining portions.

Common Driveway: Means any driveway serving more than one lot.

Dedicated Street: A dedicated street means a street that has been dedicated to public use under the New Hampshire common law of dedication. The filing and recording of an approved subdivision plat by the owner constitutes the act of permanently dedicating a particular strip of land to be used as a highway. Not to be confused with *Street Acceptance*.

Designated Building Site: Means an area on a lot that can be utilized as the primary building site.

Development: Means any construction or grading activities on real estate for other than agricultural and silvicultural (tree care and harvesting) practices.

Dormant Subdivision: A subdivision where no active and substantial development has occurred within 24 months of Planning Board approval.

Driveway: Means any entrance, exit, or approach to a building site and for purpose of a driveway permit it shall be limited to the area within the limits of the right-of-way of any road or private road.

Easement: Means the authorization by a property owner for the use by another, for a specific purpose, of any designated part of his/her property.

Engineer: Means a legally licensed civil engineer in the State of New Hampshire.

Final Plat: The final map, drawing or chart on which the subdivider's plan of subdivision is presented to the New Hampton Planning Board for approval and which, if approved, will be submitted to the Registrar of Deeds of Belknap County for recording.

Forester: Means a legally licensed forester in the State of New Hampshire.

Geologist: Means a legally licensed geologist in the State of New Hampshire.

Landscape Architect: Means a legally licensed landscape architect in the State of New Hampshire.

Lot of Record: Means a parcel, the plat or description of which has been recorded at the county registry of deeds.

Lot Line Adjustment: Means adjustments to the boundary between adjoining properties, where no new lots are created.

Plat: Means the map, drawing or chart on which the plan of subdivision is presented to the Board for approval, and which, if approved, will be submitted to the Belknap County Registry of Deeds for recording.

Private Road: Means a road, built to Minimum Road Specifications (Appendix C), dedicated for public use, but not accepted by or maintained by the Town.

Private Way: A deeded right-of-way serving as access to not more than two (2) lots and which is fifty (50) feet in width with a roadway constructed to be adequate for fire and other emergency vehicles.

Public Hearing: Means a meeting, notice of which must be given per RSA 676:4, I (d), at which the public is allowed to offer testimony.

Public Meeting: Means the regular business meeting of the Planning Board as required per RSA 673:10. Notice must be posted at least 24 hours in advance and the meeting must be open to the public, although participation by the public is at the discretion of the Board.

Right-of-Way: Means a strip of land for which legal right of passage has been granted by the landowner to provide access to a lot which lacks adequate frontage.

Setback: The distance between a building or structure and the nearest property line, wetland, or sewage disposal system.

Sewage Disposal System (Individual): Means any on-site sewage disposal or treatment system that receives either sewage or other wastes, or both. For the purposes of this regulation, this means all components of the system, including the leach field.

Soil Scientist: Means a legally licensed soil scientist in the State of New Hampshire.

Street Acceptance: A street may be accepted only through a town meeting vote as prescribed in NH RSA 674:40 and 674:40-a. Planning Board approval of a street does not signify acceptance by the Town or that the Town will assume responsibility for the street.

Subdivider: The owner of record of the land to be subdivided and any subsequent owner of record making any subdivision of such land or part thereof.

Subdivision: Means the division of a lot, tract, or parcel of land into two (2) or more lots, plats, sites, or other divisions of land for the purpose, whether immediate or future, of sale, rent, lease, condominium conveyance or building development. The division of a parcel of land held in common and subsequently divided into parts among several owners shall be deemed a subdivision.

Subdivision further includes the submission of a tract or parcel of land to the New Hampshire Unit Ownership of Real Property Law, the so called Condominium Law, whether the units thereof shall be for sale or for lease (New Hampshire RSA 356-B:5).

Subdivision, Major: Means a subdivision of four (4) or more lots, or one which involves the creation of new streets and/or utilities, regardless of the number of lots, or is a re-subdivision of a recent subdivision that has been approved by the Planning Board within the last five years.

Subdivision, Minor: Means a subdivision of land into not more than three (3) lots for building development purposes, which does not involve the creation of new streets and/or utilities.

Substantial Completion: A project, or portion of a project that is fit for its intended use and all applicable requirements and conditions, including documentation and applicable financial securities, have been met.

Surveyor: Means the licensed New Hampshire surveyor of the subdivision.

Wetlands Scientist: Means a Certified New Hampshire Wetlands Scientist.

SECTION IV. GENERAL REQUIREMENTS FOR SUBDIVISION OF LAND

- A. A proposed subdivision shall conform with the New Hampton Master Plan, the Official Map, all Town of New Hampton Ordinances, and any other pertinent State or local laws or regulations.
- B. The applicant shall, at the Board's request, show that proposed earth removal and clearing of natural cover will not cause long-term harm to the natural environment.
- C. **Character of Land for Subdivision:** The applicant shall demonstrate to the Board's satisfaction that the land can be safely used for building development purposes, and does not have characteristics that would lead to exceptional danger to health or peril from fire, flood, poor drainage, excessive slope, or other hazardous conditions. Lands that do not meet this criterion shall not be platted for residential, commercial, or industrial subdivision, nor for such other uses as may increase danger to life or property, or aggravate the flood hazard.
- D. **Premature Subdivision:** The Board may provide against such scattered or premature subdivision of land as would involve danger or injury to health, safety, or prosperity by reason of the lack of water supply, sewage disposal, drainage, transportation, schools, fire protection, or other public services which necessitate the excessive expenditure of public funds for the supply of such services.

- E. *Preservation of Existing Features:*** Wherever feasible, suitable steps shall be taken to preserve and protect significant existing features such as trees, scenic points, stone walls, rock outcroppings, water bodies, wetlands, and historic landmarks. Where possible, the boundary line(s) should follow stone walls.
- F. *Condominium Conversion:*** Whenever any existing developed property is proposed for conversion to condominium or time-sharing ownership or before any building permit is issued for the alteration of such buildings, the owner or his agent shall apply for and secure approval of such proposed subdivision from the Board.

SECTION V. SUBDIVISION REVIEW PROCEDURES

A. Preliminary Conceptual Consultation

1. The applicant may request a meeting with the Board to discuss a proposal in conceptual form and in general terms. Although this phase is strictly optional, the Board strongly suggests that the applicant avail him/herself of the opportunity to address any issues at this early stage that might become a problem later on. Such preapplication consultation shall be informal and directed toward:
 - a. Reviewing the basic concepts of the proposal.
 - b. Reviewing the proposal with regard to the master plan and zoning ordinance.
 - c. Explaining the state and local regulations that may apply to the proposal.
 - d. Determination of the proposal as a major subdivision, minor subdivision, or lot line adjustment and of the submission items that would be required.
2. Preliminary conceptual consultation shall not bind the Applicant or the Board. Such discussion may occur without formal public notice, but must occur only at a posted meeting of the Board

B. Submission of Completed Application

1. The completed application shall be filed with New Hampton Town staff during regular business hours at least fifteen (15) days prior to a scheduled public meeting of the Board.
2. A completed application shall be formally submitted to and accepted by the Planning Board only at its regular monthly meeting. A completed application shall consist of all data required in Section VI of these regulations.
3. At the next meeting for which notice can be posted – or 30 days from the date of delivery – the Board will determine whether the application is complete. If the application is incomplete, the applicant will need to resubmit under a new notification procedure.
4. Acceptance of an application shall only occur at a meeting of the Planning Board after due notification has been given according to Paragraph H. Acceptance will be by affirmative vote of a majority of the Board members present.

5. Once an application has been accepted as complete by the Board, the 65-day review period begins.

C. Board Action on Completed Application

1. The Board shall begin consideration of the Completed Application upon acceptance. The Board shall act to approve, conditionally approve, or disapprove the Completed Application within **65 days** of acceptance.
2. The Board may apply to the Selectmen for an extension not to exceed an additional 90 days before acting to approve, conditionally approve, or disapprove an application. An applicant may waive the requirement for Board action within the time periods specified in these regulations and consent to such extension as may be mutually agreeable.
3. Approval of the application shall be certified by written endorsement on the Plat and signed and dated by the Board. If any application is disapproved, the grounds for such disapproval shall be adequately stated in the records of the Planning Board and in written notice given to the Applicant within 144 hours of the decision.
4. An approved plan shall be recorded by the Planning Board, at the applicant's expense, with the Belknap County Registry of Deeds following receipt of all documentation required as a condition of approval.

D. Failure of the Planning Board to Act

1. In the event that the Planning Board does not act on an accepted application within the prescribed time period, the applicant may petition the Selectmen to issue an order directing the Planning Board to act within 30 days.
2. If the Planning Board fails to act within 40 days of receiving this directive from the Selectmen, the Selectmen must approve the application unless they find in writing that the plan does not comply with a local regulation. In the event the Selectmen fail to act, the applicant may petition superior court to approve the plan.

E. Failure of Applicant to Participate

An application shall be denied without prejudice if the applicant:

1. fails to appear at two consecutive scheduled meetings; or
2. takes no action to advance an application under consideration for a period of one year.

F. Conditional Approval

The Board may grant conditional approval of an application, but the plat will not be signed or recorded until all of the conditions have been met. If the applicant has not complied with the conditions of approval within one (1) year, the approval is considered null and void and the

applicant must submit a new subdivision application. A further public hearing is not required when such conditions:

1. are administrative in nature;
2. involve no discretionary judgment on the part of the Board;
3. involve the applicant's possession of permits and approvals granted by other boards or agencies, such as the Department of Transportation, the Wetlands Bureau, or Water Supply and Pollution Control Division; however, any subsequent change to the plan required by such approvals would constitute grounds for a new application process.

G. Expedited Review

1. The Planning Board may allow for an expedited review of applications for lot line adjustments or minor subdivisions, as defined in Section III of these regulations.
2. The application may be accepted as complete and voted on at the same meeting, provided there is public notice.
3. The Board may waive certain plat requirements for lot line adjustments and minor subdivisions.

H. Public Hearing

Prior to the approval of an application, a public hearing shall be held.

I. Notification

1. Notice of a Public Hearing shall be given by the Board to the abutters, the applicant, holders of conservation, preservation or agricultural preservation restrictions, and every professional whose seal appears on any plat.
2. Notice shall be by certified mail, mailed at least ten (10) days prior to the submission. The public will be given notice at the same time, by posting at the New Hampton Town Office and in a publication of general circulation, and/or the Town website.
3. The notice shall give the date, time, and place of the Planning Board meeting at which the application will be formally submitted to the Board, shall include a general description of the proposal which is to be considered, and shall identify the applicant and the location of the proposal.
4. If the notice for the public hearing was included in the notice of submission or any prior notice, additional notice of the public hearing is not required. Additional notice is not required of an adjourned session of a hearing provided that the date, time, and place of the adjourned session was made known at the prior meeting.

J. Fees

1. The applicant shall be responsible for fees as set forth on the application form and other expenses incurred by the processing of applications. Failure to pay such costs shall constitute valid grounds for the Board to not accept the application as complete.
2. Upon formal submission of the application, the applicant shall also submit payment to cover filing and notification fee.
3. Upon approval of the application, applicant shall be responsible for the costs for recording the mylar with the Registry of Deeds.
4. In addition to filing and notification fees, the Board may retain the services of one or more professional consultants such as an engineer, planner, noise consultant, geologist, forester, landscape architect or environmental consultant as appropriate to review plans and data submitted by the applicant. A written agreement to pay these costs shall be completed by the applicant at the time of application, and all consultant costs shall be paid prior to any work done by the consultants. In the event the application is withdrawn, remaining postage, registration, and engineering/planning/ environmental consultant fees shall be returned to the applicant. Filing fees are not refundable.

K. Site Inspections

1. Whenever the Board deems it necessary for the consideration of an application to visit the site, the Board shall arrange a time that is reasonable for the applicant.
2. Such a site inspection shall be posted as a meeting of the Board pursuant to RSA 91-A. If there is a quorum present at the site inspection, minutes shall be kept.
3. By submitting an application, the owner consents to the Board having access to the property and to the public entering the property during any site visit by the board, to the extent reasonable and necessary to properly review the application. Denial of access automatically shall constitute grounds for denying an application.

L. Concurrent and Joint Hearings

The applicant or the Planning Board may request a joint hearing with one or more land use boards in conjunction with a subdivision hearing if approval from all boards is required for the same project.

SECTION VI. SUBMISSION REQUIREMENTS

A completed application shall consist of the following items unless written request for waiver(s) is granted by the Board. Checklists can be found in Appendix D.

A. Completed Application Form

A completed application form, accompanied by:

1. Names and addresses of all abutters, taken from the town records not more than five (5) days before the day of filing;
2. Name, address, and stamp of the land surveyor responsible for lot delineations;
3. Names and addresses of all other professionals whose name and seal appears on the plat;
4. Names and addresses of all holders of conservation, preservation or agricultural preservation restrictions;
5. Payment to cover filing and notification fees;
6. Three (3) paper copies of the Plat, prepared according to the standards of the NH Land Surveyors Association and the County Registrar of Deeds, as follows:
 - a. Plats shall be at any scale between 1"= 20' and 1"=400'.
 - b. The outside dimensions of the plat shall be 8 ½" X 11", 11" X 17", 17" X 22", or 22" X 34", or as otherwise specified by the County Registry of Deeds.
 - c. All plats shall have a minimum ½" margin on all sides.
 - d. All title blocks should be located in the lower right hand corner, and shall indicate:
 1. type of survey
 2. owner of record
 3. title of plan
 4. name of the town(s) and county(ies)
 5. tax map and lot number
 6. plan date and revision dates
7. A letter of authorization from the owner, if the applicant is not the owner.

B. Plat Requirements

The plat shall show the following information:

1. Proposed subdivision name or identifying title; name and address of the applicant and of the owner, if other than the applicant.
2. North arrow, scale – written and graphic, date of the plan; name, license number and seal of the surveyor or other person whose seal appears on the plan.
3. Signature block for Planning Board endorsement.
4. Locus plan showing general location of the total tract within the town and the zoning district(s).
5. Boundary survey including bearings, horizontal distances and the location of permanent markers. Curved boundary lines shall show radius, delta, and length.
6. Names of all abutting subdivisions, streets, easements, building lines, parks and public places, and similar facts regarding abutting properties.
7. Location of all property lines and their dimensions; lot areas in square feet and acres. Lots shall be numbered according to the Town tax map numbering system.
8. Location and amount of frontage on public rights-of-way.
9. Location of building setback lines.
10. Location of existing and proposed buildings and other structures.
11. Location of all parcels of land proposed to be dedicated to public use.
12. Location and description of any existing or proposed easements.
13. Existing and proposed water mains, culverts, drains, sewers; proposed connections or alternative means of providing water supply and disposal of sewage and surface drainage.
14. Existing and proposed streets with names, classification, travel surface widths, right-of-way widths. (See Appendix C for road standards.)
15. Final road profiles, center line stationing and cross-sections.
16. Location and width of existing and proposed driveways.
17. Water courses, ponds, standing water, rock ledges, wetlands, stone walls; existing and proposed foliage lines; open space to be preserved; and any other man-made or natural features.
18. Existing and proposed topographic contours based upon the USGS topographical data, with spot elevations where necessary.
19. Soil and wetland delineation with stamp of certified wetlands scientist and soil scientist as appropriate (see Appendix A).

20. Location of percolation tests and test results and outline of 4,000 square-foot septic area with any applicable setback lines.
21. Location of existing and proposed well, with 75-foot well radius on its own lot.
22. Base flood elevations and flood hazard areas, based on available FEMA maps.

C. Other Information

1. Plan for Stormwater Management and Erosion Control, if applicable (See Section VII).
2. State subdivision approval for septic systems; septic design approval where applicable; or certification by septic designer of adequacy of existing system.
3. Alteration of Terrain Permit from NH Department of Environmental Services, as applicable.
4. State/Town driveway permit, as applicable.
5. Report from the Fire Chief, Police Chief, and/or Town Conservation Commission.
6. Approval for municipal water/sewer connections, as applicable.
7. Any deed restrictions; and all deeds conveying land to be used for public purposes, easements and rights-of-way over property to remain in private ownership, and rights of drainage across private property, submitted in a form satisfactory to the Board's counsel.
8. Any other state and/or federal permits.
9. Any additional reports or studies deemed necessary by the Board to make an informed decision, including but not limited to: traffic, school, fiscal and environmental impact analyses. The Board reserves the right to request such information after an application has been accepted as complete.

Should the Board determine that some or all of the above-described information is to be required, the applicant will be notified in writing within ten (10) days of the meeting at which the determination was made.

D. Information Required for Final Approval

One mylar copy of the Plat, prepared according to the standards of the NH Land Surveyors Association and the County Registrar of Deeds as described in section VI. A.6 above. The material composition shall be suitable for electronic scanning and archiving by the Registry of Deeds. An electronic copy shall also be submitted in a format outlined in section VI. H.3.

SECTION VII. SUBDIVISION DESIGN STANDARDS

The following are design standards for subdivisions within the Town of New Hampton. Road and Driveway Design and Construction Standards can be found in Appendix C of these Regulations.

A. Lot size determination

The land area of the road right-of-way in a subdivision must be subtracted from the total useable area when calculating a maximum number of lots or dwelling units. *(amendment 9/16/08)*

B. Lot size in areas without municipal sewage disposal systems

Where there is no municipal sewage disposal system, lot size shall be adjusted as follows:

1. The area of each soil type found on the lot shall be determined, and shall be multiplied by the appropriate adjustment factor. The sum of the adjusted areas shall be at least 1 acre (43,560 square feet). Adjustment factors are provided in the Table of Soil and Slope Adjustment Factors which follows. Soil and slope classifications used in that table are those of the USDA Natural Resources Conservation Service (NRCS).
2. No area that is subject to flooding, or that has either bedrock or an impermeable restrictive mineral layer less than 40 inches below the surface, shall be counted toward minimum lot size. Determination of these restrictions shall be in accordance with the criteria developed by the USDA Natural Resources Conservation Service (NRCS). Restrictive layers shall be assumed impermeable unless shown to percolate at a rate greater than 1” in 30 minutes by a properly conducted percolation test.

C. Table of Soil and Slope Adjustment Factors

	Soil Drainage Classification				
	Class 1	Class 2	Class 3	Class 4	Class 5, 6 and 7
Slope Class					
Class B 0 - 8%	0.7	1.0	0.7	0.3	0
Class C 9 - 15%	0.5	0.7	0.5	0.2	0
Class D 15 - 25%	0	0.3	0.2	0	0
Class E 25% +	0	0	0	0	0

Drainage Class

- | | |
|-----------------------------|---|
| 1 – excessively drained | 5 – poorly drained |
| 2 – well drained | 6 – very poorly drained |
| 3 – moderately well drained | 7 – not determinable (excavated, regraded, or filled) |
| 4 – somewhat poorly drained | |

3. In subdivisions where lots are ten acres or less, the depth of any lot shall be no more than four (4) times its frontage and a minimum of 150 feet in depth (Example: A lot with 150 foot frontage shall be no deeper than 600 feet.) *(Amended 9/15/09)*

D. Lots

1. Areas set aside for parks and playgrounds to be dedicated or reserved for the common use of all property owners shall be of reasonable size and character for neighborhood playgrounds or other recreational uses.
2. Lots shall be laid out and graded to eliminate flood or stagnant water pools. No water shall be permitted to run across a street on the surface, but shall be directed into catch basins and pipes underground in a pipe of not less than 12 inches in diameter.

E. Cluster Developments**1. Purpose**

The purpose of the cluster development design is to encourage environmentally sound development of land and thereby conserve natural resources such as agricultural and forest lands, wildlife habitat, and water quality, as well as to preserve rural character and scenic areas that might otherwise be lost through conventional development approaches. To accomplish this goal, greater flexibility and creativity in design is encouraged with no reduction in conventional subdivision dwelling unit density. Developers of parcels that are greater than 20 acres are encouraged to consider cluster development.

Specific objectives are as follows:

- a. Discourage development sprawl and consumption of rural agricultural, forest, wildlife habitat and scenic land, and construction on steep slopes.
- b. Encourage the preservation and enhancement of habitat for plant and animal communities, including rare species, through the minimization of disturbed area.
- c. Conserve land that protects water quality and quantity, including watersheds and buffers along streams and rivers, wetlands and floodplains, ponds and lakes and land overlying aquifers.
- d. Protect scenic views and special elements of rural character, such as, but not limited to farmlands, stone walls, waterbodies, scenic ridgelines, and historic sites.
- e. Create compact neighborhoods accessible to open space amenities.
- f. Create continuous natural space or “greenways” by linking the common natural spaces in adjoining subdivisions wherever possible, thus increasing wildlife habitat value.
- g. Minimize the impact of development on the Town, neighboring properties, and the natural environment.

- h. Locate the buildings and structures on those portions of each site that are most appropriate for development considering the visual impact and the environmental and conservation value of the site.
- i. Minimize water runoff and non-point source pollution by reducing the land area covered by impervious surfaces and using Best Management Practices.

In addition to the above listed objectives/benefits to the Town and the environment, developers should achieve cost saving with cluster development because of the reduced requirements for constructing roads and other infrastructure.

2. Applicability

Applicants are especially encouraged to consider cluster development whenever the property possesses one (1) or more of the following special features:

- a. Agricultural land used for producing crops, hay (forage), and/or forestry.
- b. Rare, threatened or endangered species or known habitat area for those species.
- c. Frontage on waterbodies, ponds, lakes, perennial streams or rivers.
- d. A portion of a watershed of concern, wellhead and aquifer protection area.
- e. A portion of a trail network or path.
- f. Steep slopes.
- g. Historic, cultural, archeological sites and/or structures.
- h. Scenic areas or viewsheds.

3. General Requirements for Cluster Developments

- a. Cluster developments shall meet the requirements set forth in the New Hampton Zoning Ordinance.
- b. The maximum number of units in a cluster development shall be determined by the Planning Board based upon the character of the land involved, the type of housing proposed, and other pertinent factors. The total density of the subdivision shall not exceed the overall density as determined by the Soils and Slopes Table found on page 11 of these Subdivision Regulations.
- c. At least two (2) off street parking spaces shall be provided per dwelling unit.
- d. Where waterfront is held in common ownership, 150 feet will be required for the first unit with access, and 50 feet will be required for each additional dwelling unit with access.

- e. At least 60% of the total subdivision area shall remain as contiguous undeveloped or working agricultural land. The undeveloped land shall be unmanaged forestlands; be allowed to revert to unmanaged forest; or be managed in accordance with an approved wildlife management plan as a mix offorest and/or open meadow. Open meadows shall be mowed only in the fall and no more frequently than once every two years. The Town may require the review of any proposed wildlife management plan by an independent consultant of the Town's choice and at the applicant's expense. Agricultural land shall be managed in accordance with a plan developed by the USDA Natural Resources Conservation Service and approved by the Belknap County Conservation District.
- f. Undeveloped or agricultural land shall be placed in a conservation easement with a reasonable stewardship endowment, or be secured by some other means that the Town determines will provide an equivalent degree of protection.
- g. A statement of adequacy of utility systems for the provision of water service, fire protection, sewer service and storm drainage shall be provided to the Board where applicable. Common sewage disposal for all units by means of a single State approved system shall be provided.
- h. There shall be a defined lot for every building, and a 30 foot setback between buildings.
- i. For business-commercial or mixed use subdivisions, provisions shall be made to provide for a compact pedestrian friendly environment.

E. Reserve Strips:

Any subdivision which includes open space as part of the proposed plan shall provide for access to the open space from all of the lots in the subdivision.

F. Fire Regulations

The Planning Board shall consider any written recommendations of the Municipal fire chief regarding fire department access, to include width, vertical clearance, grade, suitability of road or driveway surface, bridges, dead-ends and the ability to pass and turn around once in the driveway, based on New Hampshire State Fire Code, RSA 153:1; NFPA 1, Chapter 18.

In subdivisions of less than five (5) lots, the Planning Board shall have the authority to require a fire protection system as specified in Section VII Subdivision Design Standards; F, 1-16 below.

All subdivisions of five (5) or more lots or dwelling units shall comply with the New Hampton Subdivision Fire Regulations relative to firefighting water supply.

1. For a subdivision approval, this section (E) shall not be waived due to the consideration of life safety of residents and emergency personnel, unless a subdivision is protected by an accessible water supply within 2,000 feet, with sufficient resource as approved by the Fire Chief.
2. Each subdivision site shall require investigation and analysis by a New Hampshire licensed/registered professional engineer to finalize design. The Planning Board reserves the right to have an independent engineer review the design at the expense of the applicant.
3. The design of the water supply system shall be submitted to the Planning Board and Fire Chief for approval prior to construction. All plans shall be stamped with a New Hampshire licensed/registered professional engineer's stamp, and signed by the engineer who finalized the plan, as appropriate.
4. The installer shall be responsible for any repairs or problems with the water supply system for a period of one (1) year after recording of the subdivision plan by the Planning Board. A bond equal to the cost of installation shall be protected for this period.
5. The water supply system shall be located no more than a 2,000 feet hose run from the access driveway of the furthest dwelling. This may require the installation of more than one water supply source depending on the length of the road(s) serving the subdivision. All water supply systems are to be installed and operational prior to the release of the security payment.
6. The water supply system shall be located with direct access from a road built to town specifications, or other Class V Road (or better), with a permanently deeded easement to the Town of New Hampton.
7. The water supply system shall include a dry fire hydrant connection to which a Fire Department pumper may be able to connect with one ten-foot length of suction hose. This dry hydrant shall be accessible at all times of the year, and when in use, the pumper shall not block any street, road, driveway, or any other access way to a building.
8. In a private development, the developer, homeowners' association, or other party shall own the water supply system. The designated party shall be responsible for completely filling and maintaining the system. Access to the water supply shall be maintained twelve (12) months of the year by an agreement with the developer/homeowner's association/property owner or other party.
9. The Town shall not take ownership of a water supply system within a private development.
10. Should the land on which the water supply system is located at some future time be deeded to the Town, the deeded land shall contain an area of no less than twenty-five (25) foot radius for a dry hydrant, and twenty-five (25) feet from any walls of a cistern.
11. Acceptance of a deed for ownership of a water supply system, accessed by a public way shall be at the recommendation of the Fire Chief and with the approval of the Board of Selectmen. The means by which the town accepts a deed for ownership or an easement will be worked out on a case-by-case basis.

12. The Planning Board may also require that the applicant comply with further specifications required by the Fire Chief.
13. Water supply systems:
 - A. Dry hydrants located in ponds, lakes, or rivers shall conform to the National Fire Protection Standard 1142, with the following clarifications:
 - i. Suction strainer shall not have a gravel covering.
 - ii. Suction strainer shall be below normal freeze depth of the pond, lake, or river.
 - iii. Fire Department suction connection shall be determined by the Fire Chief.
 - iv. Suction connection height shall be determined by the Fire Chief.
 - v. The suction connection shall be protected by posts that are 5-inch diameter concrete filled steel pipe, 8 feet long, and embedded in the ground in a concrete base 4 feet below grade. The post locations shall be 4 feet apart from each other and 3 feet away from the suction connection towards roads.
 - B. In those areas not within a 2,000-foot hose run of an accessible pond, lake, or river (as determined by the Fire Chief) a fire protection cistern shall be installed.
 - i. The cistern shall have a minimum capacity of 30,000 gallons of water.
 - ii. The cistern shall be an underground, steel-reinforced, concrete tank. A minimum of 2 ½ inches of concrete must be maintained over all reinforcing steel. The Fire Chief has the authority to approve other materials for the tank construction.
 - iii. Cast-in-place concrete shall achieve a 28-day strength of 3000 psi. Concrete shall be placed with a maximum of 4-inch slump, and vibrated in a professional manner.
 - iv. A Slump and Strength Test shall be performed by an independent testing agency, with the results sent to the Planning Board and the Fire Chief before final acceptance of the cistern.
 - v. Concrete shall be mixed, placed, and cured without the use of calcium chloride. Winter placement and curing shall follow the accepted American Concrete Institute Codes.
 - vi. The base shall be designed so that the cistern will not float when empty.
 - vii. Perimeter of cistern at floor/wall joint shall be sealed with an 8-inch PVC water stop.
 - viii. Bedding for the cistern shall be a thickness of 12 inches minimum, and bedding material shall be ¾ to 1 ½ inch crushed, washed stone, and compacted. No filler to be used under stone.
 - ix. The entire cistern shall be completed and inspected, with roof panels in place prior to any backfilling.
 - x. Backfill for the cistern shall be screened gravel with no stone larger than 1½ inches, and shall be compacted to 95% American Society for Testing and Material Schedule #1557. Backfill over the cistern shall be 4 feet in thickness.
 - xi. All construction, backfill, and grading material shall be in accordance with proper construction practices, and acceptable to the Planning Board, Building Inspector, and Fire Chief. After backfilling, the cistern shall be protected by a fence or large stones.
 - xii. The suction riser pipe shall be 6-inch steel, Schedule 40. The suction pipe shall attach to a 4' x 4' x 1/4" anti-vortex plate 6 inches off the bottom of the cistern.
 - xiii. Bottom of suction pipe to pumper connection shall not exceed 14 feet of vertical distance.
 - xiv. Suction pipe height and specifications shall be determined by the Fire Chief.

- xv. The suction connection shall be protected by posts that are suitable to the Fire Chief.
 - xvi. The fill pipe shall be a 4-inch steel pipe Schedule 40 to terminate with 4-inch Storz Connection with 90-degree elbow with a protective cap. The elbow will be 36 inches above final grade.
 - xvii. Vent pipe shall be 4-inch Schedule 40 steel or PVC pipe with bug screen. The end of the pipe shall be no closer than 36 inches to finish grade.
 - xviii. All piping shall be ASTM Schedule 40 PVC pipe must have glued joints.
 - xix. The cistern shall be provided with an acceptable standard sized manhole with an approved locking mechanism. The lock will be supplied by the Fire Department.
 - xx. The installer shall be responsible for completely filling the cistern after cistern is accepted by the Selectmen or their designee, and Fire Chief.
14. Both the Planning Board and the Fire Chief shall approve the design of the water supply system. Any changes in the water supply system plans must be submitted in writing, to the Planning Board and the Fire Chief and shall include specific reasons for the changes. All work and material require the approval of the Fire Chief, who shall make a final inspection of the water supply system after installation.
15. Any Industrial and Commercial building Fire Protection system shall meet National/State Fire Protection Codes whichever is more restrictive.
16. If all homes in a subdivision contain domestic sprinkler systems, the water supply requirement shall be waived.

G. Septic systems and Water Supply

1. In areas not currently served by public sewer systems, it shall be the responsibility of the subdivider to prove that the area of each lot is adequate to permit the installation and operation of an individual septic system.
2. On new lots of less than five (5) acres, not less than two (2) test pits and at least one (1) percolation test shall be required within the 4,000 square-foot area designated for a leach field. The subdivider shall be required to provide the necessary equipment and labor for the making of these tests.
3. In subdividing parcels with existing dwellings, the subdivider must demonstrate to the satisfaction of the board that the existing septic system is in good working order and meets the town's requirements for setback to lot boundaries.
4. All new wells shall have a radius of seventy-five (75) feet, said radius to be located entirely on its lot. When that cannot be accomplished, the protective radius shall be maximized to the extent practicable. The 75-foot radius may extend over the property line(s) with written consent of the abutter(s).
5. Where public water and/or sewer facilities exist within a reasonable distance of a proposed subdivision, the subdivider may be required by the Board to extend such facilities, at no expense to the Town, to serve lots in the subdivision.

H. Stormwater Management and Erosion Control

1. The applicant shall submit stormwater management and erosion control plan when one or more of the following conditions are proposed:
 - a. A cumulative disturbed area exceeding 20,000 square feet.
 - b. Construction of a street or road.
 - c. A subdivision involving three or more dwelling units.
 - d. The disturbance of critical areas, such as steep slopes, wetlands, floodplains.
2. Standard agricultural and silvicultural practices are exempt from this regulation.
3. All stormwater management and erosion control measures in the plan shall adhere to the “Stormwater Management and Erosion and Sediment Control Handbook for Urban and Developing Areas in New Hampshire”, published in August 1992 by the Rockingham County Conservation District, and available from the NH Department of Environmental Services.
4. The applicant shall bear final responsibility for the installation, construction, and disposition of all stormwater and erosion control measures required by the Board. Site development shall not begin before the plan is approved.

I. Surveys

1. All surveys shall be prepared according to the minimum standards for instrument surveys adopted by the NH Land Surveyors Association for Standard Property Surveys, as follows:
 - a. Unadjusted Linear Closure: 1:15,000
 - b. Minimum Scale Graduation of Instrument: 20/sec.
 - c. Distance Measurement: EDM/Steel Tape
 - d. Elevation Used to Determine Property Lines: 0.2' +/-
2. In the case of applications that involve large acreages from which one building lot is being subdivided, the Board may, upon written request, waive the requirement for a complete boundary survey, when it is apparent that the remaining lot can meet existing frontage requirements and is suitable for building.
3. All surveys shall be submitted in electronic format, with the preferred format either a .dxf (drawing exchange file) or .dwg (AutoCAD drawing) file format. The file shall be tied to the New Hampshire State Plane Coordinate System (NAD-83).

J. Monumentation

1. Monuments constructed of concrete or stone at least 4 inches square on the top and at least 36 inches long shall be set at all control corners.
2. If the subdivision involves the construction of a roadway, all monumentation shall be in place before 50% of the surety held for the construction is released. If no road construction is involved, all monumentation must be in place prior to the signing of the plat by the Board Chairman.
3. Pipes shall be set at all lot corners. Concrete or granite bounds shall be set at all points of curvature and all points of tangent for surveying purposes.
4. Monuments shall be tied in to a public street intersection, a U.S.G.S. benchmark, or other recognized existing monument.
5. Where it finds that existing site conditions make the required monumentation impractical, the Planning Board may approve alternate forms of monumentation.

K. Access Management

1. Interconnecting Driveways

All projects subject to Subdivision Review shall provide interconnecting driveways or easements for future construction of driveways that will provide and promote vehicular and pedestrian access between adjacent lots, without accessing the highway to all property lines, and shall be designed to provide safe and controlled access to adjacent developments where they exist. Every effort should be made by the Planning Board to require construction of these driveways in anticipation of future developments.

2. Access to lots with multiple frontages.

Lots with frontage on both NH 104 or NH 132 (N and S) and an adjacent or intersecting road shall not be permitted to access the arterial highway, except where it can be proven that other potential access points would cause greater environmental or traffic impacts.

3. Shared Driveways

In order to minimize the number of driveways along arterial highways, shared driveways shall be encouraged for adjacent residential sites.

L. Pedestrian Safety:

Sidewalks may be required for pedestrian traffic if in the opinion of the Board, conditions warrant.

SECTION VIII. DEVELOPMENTS HAVING REGIONAL IMPACT

- A.** All applications shall be reviewed for potential regional impacts (See Appendix B). Upon such a finding, the Board shall furnish the regional planning commission(s) and the affected municipalities with copies of the minutes of the meeting at which the determination was made. The copies shall be sent by certified mail within 72 hours of the meeting.
- B.** At least 14 days prior to the scheduled public hearing, the Board shall notify by certified mail the regional planning commission(s) and the affected municipalities of the date, time and place of the hearing, and of their right to appear as abutters to offer testimony concerning the proposal.

SECTION IX. PREVIOUSLY-APPROVED SUBDIVISIONS

If any land shown on a subdivision plat has been part of any previous subdivision approved, constructed, or created by conveyance no more than two years prior to the new proposal, any such previous subdivision will be treated as part of the new proposal for purposes of analyzing its effect and applying all review criteria.

SECTION X. SPECIAL FLOOD HAZARD AREAS

- A.** The Planning Board shall review the proposed development to assure that all necessary permits have been received from those governmental agencies from which approval is required by Federal or State law, including Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334.
- B.** The Board shall require that all subdivision proposals and other proposed new developments greater than 50 lots or 5 acres, whichever is the lesser, include base flood elevation data. Sufficient evidence (construction drawings, grading and land treatment plans) shall be submitted so as to allow determination that:
 - 1. all such proposals are consistent with the need to minimize flood damage;
 - 2. all public utilities and facilities, such as sewer, gas, electrical, and water systems are located and constructed to minimize or eliminate flood damage; and
 - 3. adequate drainage is provided so as to reduce exposure to flood hazards.

SECTION XI. PERFORMANCE GUARANTEE**A. General**

1. Prior to commencing any construction on a project, all the conditions of approval shall be met, the plan shall be signed by the Planning Board, a preconstruction meeting shall take place with the Public Works Department, and the applicant shall post a performance surety to guarantee the completion of improvements. The amount of the security shall be based on an estimate of costs provided by the subdivider and, at the discretion of the Board of Selectmen, reviewed by a licensed engineer. All costs of such review shall be paid by the applicant.
2. The security shall be approved by the Board of Selectmen and Town Counsel. The amount of the security shall include fees to cover the cost of periodic inspections.
3. Where electric lines or other utilities are to be installed by a corporation or public utility, a letter of intent shall be required stating that the work will be done in reasonable time and without expense to the Town.
4. When a revision to the approved plan is proposed, the Applicant shall submit a print of the approved plan indicating the proposed revision to the Department of Public Works. The revision shall be reviewed by the Department of Public Works and, if necessary, the Planning Board. All approved revisions shall be shown on the "as-built" plan required at the completion of the project. The Applicant shall be responsible for all costs associated with the Town of New Hampton's reviewing and recording of revised plans with the Registry of Deeds. In addition, electronic files shall be provided by the Applicant for all "as-built" plans.

B. Inspection

1. The Applicant shall be responsible for obtaining all necessary reports and obtaining the necessary inspections by the Department of Public Works or its designee for required improvements during construction. The necessary inspections and reports are as follows:
 - a. Inspection of roadway subgrade and related improvements after clearing grubbing and excavation but prior to any filling;
 - b. Inspection of the installation of all drainage structures, swales, and other drainage improvements;
 - c. Inspection of the installation of all sewer structures and improvements. Reports of all sewer line testing shall be provided for review and approval;
 - d. Road subgrade inspection prior to import of gravels. A compaction test report for review and approval indicating the subgrade is compacted in compliance with New Hampshire Department of Transportation requirements shall be provided;
 - e. Sieve analysis reports of gravels to be used in subbase in compliance with New Hampshire Department of Transportation requirements shall be provided for review and approval prior to placement;
 - f. Inspection during placement of bankrun gravel and crushed gravel and fine grading prior to placement of pavement. Compaction tests indicating the gravels were compacted in

compliance with New Hampshire Department of Transportation requirements shall be provided;

- g. Inspection of base course and wearing course pavement installation;
 - h. Inspection of removal of erosion control measures;
 - i. Final inspection;
 - j. Additional inspections as necessary to verify proper construction methods; and
 - k. Certification statement(s) on the as-built plans verifying that each road intersection was properly constructed to provide the required sight distances. The certification statement shall be endorsed and stamped by a licensed land surveyor or professional engineer licensed in the State of New Hampshire.
2. Inspection Service Fee and Costs: All Applicants shall be required to deposit an inspection fee escrow in the form of letter of credit, cash, or bank passbook with the Town of New Hampton. This fee shall cover all costs incurred by the Town of New Hampton and the cost of the Town of New Hampton's designated agent who shall monitor and inspect improvements for compliance with the approved plans and required engineering standards. Escrow shall be determined by the Planning Board and forwarded to the Board of Selectmen but shall not be more than fifteen percent (15%) of the project escrowed estimate (all work required from start to completion).

The Applicant shall be responsible for all costs of all inspections and associated work, and execute a signed agreement and guarantee as required by the Town of New Hampton. If it is determined that any of the required improvements have not been constructed in accordance with the Town of New Hampton's construction standards and specifications, the Applicant shall be responsible for the reconstruction and reinspection of the improvements. Escrow account shall be periodically reviewed to assure that sufficient funds are available to cover all inspection costs and additional escrow provided as needed. Upon acceptance of the project, unused escrow amount shall be returned to the Owner.

3. The Planning Board may allow road and utility construction to begin without an escrowed account, however, an escrowed account for roads, utilities and infrastructure shall be in place prior to any application for building permits for structures.
4. Arrangement for Inspections: At least thirty (30) business days prior to commencing construction of any subdivision improvements, the Applicant shall notify the Department of Public Works in writing of the time when it proposes to commence construction of such improvements and shall pay to the Town of New Hampton the escrow for the inspection fee required by the Town of New Hampton. The Department of Public Works will arrange for inspection by the Town's agent to assure that all standards, specifications and requirements are met during the construction of the required improvements and utilities.

The Applicant shall schedule a preconstruction meeting with the Department of Public Works prior to the start of construction.

5. Proper Installation of Improvements: If the Town of New Hampton or the Town's Agent finds, upon inspection of the improvements performed before the expiration date of any security, that any of the required improvements have not been constructed in accordance with approved plans and specifications or any conditions of approval of the Town of New Hampton Planning Board, the status shall be reported to the Town of New Hampton Town Administrator. The

Town Administrator shall then notify the Applicant and, if necessary, the company or agent handling the escrow account, and take all necessary steps to preserve the Town of New Hampton's rights under the security agreement. No plan shall be approved by the New Hampton Planning Board as long as the Applicant is in default on a previously approved Subdivision Plan.

6. The Planning Board may recommend to the Board of Selectmen partial releases of the escrow account when it is determined when substantial improvements (RSA 674:39 (a)) have been made during the course of completing the project. When an inspection is required by the Planning Board for release of escrow amounts, the inspection must be completed within 30 business days of written request delivered by hand by the applicant or the applicant's agent. Notification by the Planning Board to the Town Selectmen shall be sent to the escrowed party within 15 business days of the inspection to the escrowed party. The applicant must complete any corrections within 30 days of receipt of notification by the Planning Board, and reinspection must occur within 15 business days of notification that the corrections have occurred. All engineering costs related to the inspection shall be the responsibility of the applicant. When the engineer has determined that all corrections have been completed a partial release of the escrowed amount shall be released within 90 days of final sign off.
7. Failure to Complete Improvements or Abandon Project: When a performance bond has been posted and required improvements have not been installed or completed within the terms of such performance, the Planning Board may declare the project in default and direct the Department of Public Works to use the bond to complete all outstanding required improvements.
8. No Cut Zones: No cut zones indicated on the plans shall be clearly delineated in the field using flagging tape or similar approved methods prior to construction and shall be maintained throughout construction of the project.

C. As-Built Plans

The Applicant shall submit to the Department of Public Works detailed "as- built" plans (one mylar reproducible, one paper print, and one electronic file) of the subdivision. The Applicant's engineer shall certify that the layout of the line and grade of all public improvements is in accordance with approved construction plans of the subdivision.

D. Acceptance

The Town of New Hampton will not execute a final release of any security until the Applicant files a notarized letter with the Department of Public Works stating that all required improvements have been completed and are free and clear of any and all liens and encumbrances. The Department of Public Works will conduct a final inspection to verify that all required improvements have been completed and the roadway is suitable for acceptance by the Town of New Hampton, at a future date, if submitted to and approved by – the registered voters of New Hampton.

E. Maintenance Of Improvements

1. The Applicant is responsible and shall be required to maintain all improvements until the acceptance of said improvements by the Town of New Hampton.
2. The applicant may request reductions in performance surety prior to final acceptance. However, a minimum 10% retainage on each item shall remain until the final inspection and acceptance of the project by the Department of Public Works. Upon recommendation from the Department of Public Works 2% retainage of the total performance surety, but not less than \$7,500, will remain in place in order to assure the satisfactory condition of the required improvements for a period of one (1) year after the date of their acceptance by the Town of New Hampton.

SECTION XII. REVOCATION OF PLANNING BOARD APPROVAL

An approved and recorded subdivision plat may be revoked by the Board in whole or in part, under the following circumstances:

- A. at the request of or by agreement with the applicant;
- B. when any requirement or condition of approval has been violated;
- C. when the applicant has failed to perform any condition of approval within the time specified or within five years;
- D. when five years have elapsed without any vesting of rights and the plan no longer conforms to applicable regulations; or
- E. when the applicant has failed to provide for the continuation of adequate security.

SECTION XIII. ADMINISTRATION AND ENFORCEMENT

- A. These regulations shall be administered by the Planning Board. The enforcement of these regulations is vested with the Selectmen.
- B. No subdivision regulation or amendment, adopted under RSA 674:35-42, shall be legal or have any force and effect until copies of such are filed with the Town Clerk.
- C. **Waivers:** The requirements of these regulations may be waived or modified when, in the opinion of the Board, specific circumstances surrounding subdivision, or the condition of the land in such subdivision, indicate that such modifications will properly carry out the purpose and intent of the master plan and these regulations.
- D. **Penalties and Fines:** Any violation of these regulations shall be subject to a civil fine as provided in RSA 676:16 and 676:17, as amended.

SECTION XIV. APPEALS

Any person aggrieved by a decision of the Planning Board concerning a plat or subdivision may appeal said decision to the superior court pursuant to RSA 677:15, except when a disapproval by the Board is based upon non-compliance with the zoning ordinance, in which case an appeal can be taken to the Board of Adjustment.

SECTION XV. VALIDITY

If any section or part of a section or paragraph of these regulations shall be declared invalid or unconstitutional, it shall not be held to invalidate or impair the validity, force or effect of any other section or part of a section or paragraph of these regulations.

SECTION XVI. AMENDMENTS

These regulations may be amended by a majority vote of the Planning Board after at least one (1) public hearing following the notification procedure outlined in Section IV, H & I.

SECTION XVII. EFFECTIVE DATE

These regulations shall take effect upon their adoption, and all regulations or parts of regulations, inconsistent therewith, are hereby repealed.

SECTION XIII. ADMINISTRATION AND ENFORCEMENT

Expiration of Approved Plans: In accordance with RSA 674:39, *Five Year Exemption*, subdivision approvals shall become vested from subsequent changes to zoning ordinances and regulations for a period of five (5) years, provided active and substantial development as defined by the Planning Board, has occurred within twelve (12) months of the date of final approval, the exception being those ordinances and regulations which expressly protect public health standards. If site development and/or construction have not been substantially commenced within twelve (12) months, the plan shall not be vested and is subject to changes in zoning and regulations. If site development and/or construction are not completed within five (5) years from the date of site plan approval, the approved plan shall be null and void. At this point, the applicant may reapply for subdivision approval. The applicant may request an extension of the approval deadline prior to the expiration of the period. Such request shall be in writing and shall be made to the Planning Board. The Planning Board may grant up to two (2), six (6) month extensions to the periods if the approved subdivision plan conforms to the ordinances and regulations in effect at the time the extension is granted and any and all federal and state approvals and permits are current.

APPENDIX A: REQUIREMENTS FOR SOILS AND WETLANDS DATA

SECTION I: DEFINITIONS

1. Bedrock means continuous and coherent unweathered or partially weathered rock below the soil.
2. Limiting physical features means conditions that may limit or restrict the appropriate uses for a site. These include, but are not limited to, rock outcrops, steep slopes, shallow soils, and poorly or very poorly drained soils.
3. Surface waters mean those portions of the waters of the State, as defined by RSA 482-A:4, which have standing or flowing water at or on the surface of the ground. This includes, but is not limited to, rivers, streams, lakes and ponds.

SECTION II: REQUIREMENTS FOR SOILS AND WETLANDS DATA IN SUBDIVISION/ SITE PLAN REVIEW REGULATIONS

A. Delineation of Wetland and Surface Waters

Information on wetlands and surface waters shall be provided on the plan with identification and delineation of the resources in accordance with the definitions and standards specified in paragraphs 1 and 2 of this section. The written documentation specified in paragraph 3 shall be included on the plan and certified by the stamp of a Certified Wetlands Scientist.

1. Wetlands are to be identified and delineated according to the following standards and/or methodologies:

U.S. Army Corps of Engineers. 2011. *Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Northcentral and Northeast Region (Version 2.0)*, ed. J. S. Wakeley, R. W. Lichvar, C. V. Noble, and J. F. Berkowitz. ERDC/EL TR-12-1. Vicksburg, MS: U.S. Army Engineer Research and Development Center, or most current version or as amended.

New England Hydric Soils Technical Committee. 2019 (re-print 2020) Version 4, Field Indicators for Identifying Hydric Soils in New England. New England Interstate Water Pollution Control Commission, Lowell, MA, or most current version or as amended.

Northcentral and Northeast 2016 Regional Wetland Plant List, Version 3.3, 2016, published by the US ACE, or most current version or as amended.

New Hampshire Department of Environmental Services Administrative Rules 100-900, or most current version or as amended.

Chapters Env-Wq 1000 of the NH Code of Administrative Rules.

2. All surface waters including seasonal streams and diversion ditches shall be shown of the plan.
3. A certified written statement stating that all wetlands and surface waters on-site have been identified and delineated in accordance with the standards specified in paragraphs 1 and 2 above shall be included on the subdivision or site plan.
4. A State wetlands permit issued in accordance with RSA 482-A shall be required for all impacts to wetlands or surface waters. In those cases where the wetlands impacts exceed minimum impact, as defined by the NH Code of Administrative Rules, Federal permitting may also be required.

B. Additional Information Required Based on the Type of Proposal

1. If a project proposed for subdivision or site plan review is served by public water and sewer, no additional soils data is required for the purpose of determining suitability of the site for subsurface wastewater disposal systems. However additional soils information may be required when there are limiting physical features within the development area.
2. If the site development calls for structures and/or impervious cover or alteration of an area greater than 100,000 square feet, or 50,000 square feet within the protected shoreland, then the applicant shall file an alteration of terrain site specific application under NH Code of Administrative Rules Env-Ws 415 and RSA 485-A: 17, significant alteration of terrain.
3. If the project **meets at least one** of the following five development intensity or site condition criteria, then the applicant shall submit Site Specific Soil Map (SSS Map) as required in Section C, Level 1 Soils Information:
 - a. The project is not serviced by municipal sewer and any proposed lot is marginal in terms of meeting New Hampton's slope and soil criteria for lot size.
 - b. The largest contiguous area on any proposed lot without limiting features is less than 20,000 square feet, exclusive of required setbacks.
 - c. The project is on glacial till, with a complex mix of upland and wetlands soils that may cause difficulties in septic system siting or lead to potential impacts to surface water quality.
 - d. One or more soil map units on the property, as mapped by the USDA Natural Resources Conservation Service (NRCS) in the most recent Belknap County Soil Survey (NRCS Soil Survey), is a complex of soils with dramatically different characteristics that could have an impact on use and management of the property.

- e. The applicant is unable to supply written statements as required by Section D paragraphs 2f and 3c. below.
4. For all other projects not meeting the criteria of Paragraph B-1 above, the applicant may utilize the less requiring soil data requirements of Section D, Level 2 instead of those of Section C Level 1.

C. LEVEL 1 Soils Information:

1. Level 1 Soils information is the most requiring standard and shall be required for all sites that do not meet either the criteria for Section D, Level 2 Soils Information, or Section B, paragraph 1.
2. The applicant shall submit a site specific soil map prepared in accordance with Site Specific Soil Mapping Standards for New Hampshire and Vermont, Society of Soil Scientist of Northern New England, Special Publication No 3 Version 7.0, July 2021, or most current version or as amended. This shall be certified by the stamp of a Certified Soil Scientist.

D. LEVEL 2 Soils Information:

1. The applicant shall provide a copy of the NRCS soil survey with the subdivision or site plan location and approximate boundaries superimposed on the soil map. The copy of the NRCS soil survey shall be provided at the same scale as the original NRCS soil survey. This is important so that the limitations of the information provided at the scale of the survey are not misunderstood by the users.
2. The applicant shall evaluate and submit detailed soil profile descriptions to document that the conditions on site are adequate to support the proposed use and management of the property. The standards and/or methodologies for doing this are listed below. Sources shall be cited directly on the plan. Soils characteristics for the Town of New Hampton can be found on the NSDA NRCS (Natural Resources Conservation Service) website for Belknap County.
 - a. The evaluation shall be carried out according to the standards found in the following documents:

Schoeneberger, P.J., D.A. Wysocki, E.C. Benham, and Soil Survey Staff. 2012. Field book for describing and sampling soils, Version 3.0. Natural Resources Conservation Service, National Soil Survey Center, Lincoln, NE, or most current version or as amended.

Soil Survey Staff. 2022. Keys to Soil Taxonomy, 13th edition. USDA Natural Resources Conservation Service, or most current version or as amended.

NRCS Official Series Description Sheets and/or published map unit descriptions, USDA/NRCS.

- b. A minimum of one soil profile description shall be completed per soil map unit within the plan area, as depicted on the NRCS county soil survey. The soil will be described in sufficient detail, so as to support or refute the assumption that identified properties are within, or similar to those of the soil series used to name the map unit.
 - c. Soils descriptions shall be provided for areas suspected of having the greatest likelihood of contrasting soil features. Some map units will require more than one soil description to document soil variability. The map unit purity standards from Site Specific Soil Mapping Standards for New Hampshire and Vermont, Society of Soil Scientists of Northern New England most current version or as amended, shall apply.
 - d. The location(s) of the soil profile description(s) used to corroborate the NRCS soil series shall be shown on the plan, with a reference to the description(s) in the narrative report for the project.
 - e. A detailed comparison between each soil profile description and the representative pedon (a description of a small three-dimensional area of soil that is typical of the soil series in the county) for that soil from the NRCS soil survey shall be included in the detailed narrative for the project. The NRCS Official series Description Sheets and/or NRCS published map unit descriptions for each mapped unit are to be used as references.
 - f. A written statement that the soil profile description(s) from the site adequately reflect the range of characteristics for the series, as described in the NRCS soil survey. The statement shall indicate that the NRCS soil survey adequately represents soil and landscape characteristics, such that site specific land use decisions can be made without further soil investigations. If the Board determines that the complexity of the site requires it, this statement shall be certified by the stamp of the Certified Soil Scientist. If this statement cannot be made Level 1 criteria shall be utilized.
3. Limiting physical features, if they exist, shall be documented. This can either be done as a stand-alone document or as an addendum to the narrative prepared under Paragraph C-2.
 - a. Limiting features such as rock outcrops, steep slopes >20%, soils with bedrock within 18 inches of the soil surface, and very poorly or poorly drained soils shall be delineated on the plan.
 - b. A detailed description of each limiting physical feature, based on NRCS standards, with reference to its location on the plan.
 - c. A written statement that the limiting physical features identified above would not have a significant impact on use and management of the property. The Board may require that this statement be certified by the stamp of a certified soil scientist. For some uses review by a professional engineer and/or licensed geologist may be also be required. If this statement cannot be made, Level 1 criteria shall be utilized.

**APPENDIX B:
CRITERIA FOR DETERMINING REGIONAL IMPACT**

Impact Criteria shall include, but not be limited to, the following items.

These shall in no way be considered exhaustive, but rather guidelines for the Board to follow in making a determination of impact on a neighboring municipality.

- A. **Residential Development**: Proposals for lots or dwellings that would increase the existing housing stock of the town by more than 10%.
- B. **Commercial Development**: Proposals for new or expanded space of 50,000 square feet or greater.
- C. **Industrial Development**: Proposals for new or expanded space of 100,000 square feet or greater.
- D. **Other Factors To Be Considered**:
 - 1. Proximity to other municipal boundaries.
 - 2. Traffic impacts on the regional road network.
 - 3. Potential effect on groundwater, surface water and wetlands that transcend municipal boundaries.
 - 4. The potential to disturb or destroy a significant or important natural environment or habitat.
 - 5. The necessity for shared public facilities such as schools or solid waste disposal.
 - 6. Anticipated emissions such as light, noise, smoke, odors, or particulates.
 - 7. The potential for accidents that would require evacuation of a large area.
 - 8. The generation and/or use of any hazardous materials.

**APPENDIX C:
ROAD AND DRIVEWAY DESIGN AND CONSTRUCTION STANDARDS**

I. ROAD DESIGN STANDARDS

The purpose of these standards is to ensure safe vehicular and pedestrian travel on streets, public or private. Proper design requires the blending of safe roadway layout and grade with minimization of impacts on the existing terrain and environment. These standards are further intended to be flexible in consideration of different traffic volumes and terrain conditions.

A. Arrangement of Streets

The streets in a subdivision shall be properly arranged and coordinated with other existing or planned streets.

B. Rights-of-Way

No street or highway right-of-way shall be less than 50 feet in width and may be required to be more if a greater width is warranted in the opinion of the Board. The apportioning of the street widths among roadway, sidewalks, and possible grass strips shall be subject to the approval of the Board.

C. Dead-end Streets/Cul-de-Sacs/Hammerheads

No dead-end streets shall be constructed unless provided with a turn-around roadway at the closed end. No dead-end road shall exceed 1,500 feet in length. The length of dead-end roads shall be measured from the nearest street with multiple accesses to the end of the road surface at the end of the outside edge of the cul-de-sacs or hammerheads. The maximum grade through a cul-de-sac shall be 5%.

1. In the case of cul-de-sac designs, the outside right-of-way shall have a minimum radius of sixty-four and $\frac{1}{2}$ (64.5) feet and an outside paved radius of at least fifty-two and $\frac{1}{2}$ (52.5) feet.
2. These standards are to be considered a minimum requirement and any deviation from these standards in Detail A will require the approval of the Public Works Director, as specified in writing.

Cul-de-sac Construction Notes (See Detail A):

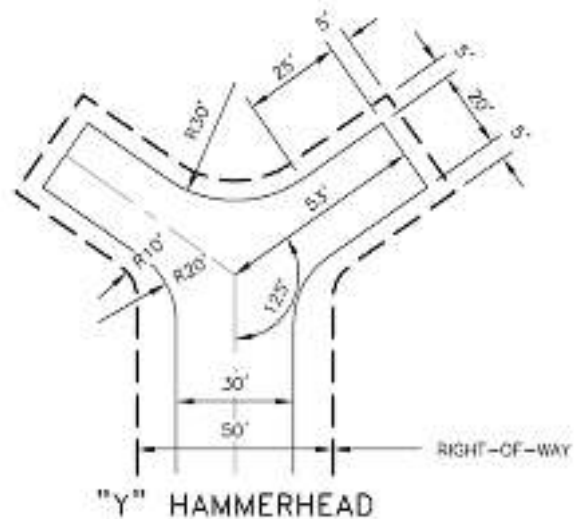
1. All cul-de-sac construction shall be made in accordance with one of the details below and is subject to approval of the Public Works Director.
2. "No Parking" allowed within the turning area of the cul-de-sac, as specified.
3. Landscaped cul-de-sac islands are not permitted.

Hammerhead Construction Notes (See Detail B):

1. The road shall be terminated with a Y-shaped, hammerhead turnaround.
2. An area thirty (30) feet by thirty (30) feet in width shall be added to each side of the final section of right-of-way on a public street or an equivalent area set aside for a private common drive.
3. The road surface shall extend twenty-five (25) feet from the edge of the proposed public or private road at a width equivalent to the required road width for the road or common private drive to be constructed.
4. Driveways should not be located at the 20' wide ends of the hammerheads with "no Parking" allowed within the turning area within the hammerhead, as specified.



Detail A



Detail B

D. Intersections

Street intersections shall be right angles. Property line radius at intersections shall be no less than 20 feet. Refer to Table C-1 for other requirements.

E. Street Names

1. Streets that extend or are in alignment with streets of abutting or neighboring properties shall bear the same names of existing streets within the Town of New Hampton.
2. Other street names shall be approved by the Planning Board in a review process, after consultation with the Selectmen.
3. Precautions shall be taken to ensure street names are not duplicated or so similar to other street names as to cause confusion.

F. Existing Street Conditions

Where a subdivision requires undue expenditures by the Town to improve existing streets to conform to minimum requirements, the Board may disapprove such subdivision until the Selectmen shall certify that funds for the improvements have been assured by the municipality.

G. Minimum Design Requirements

1. New roads shall be designed to conform to the minimum standards established in Table 1 below and as shown on the attached Typical Roadway Cross Section (Exhibit 1). The roadway designs are based on average daily traffic volumes (ADT).

**TABLE C-1:
MINIMUM ROAD DESIGN STANDARDS**

TRAFFIC LOAD	ADT 0-50	ADT 50-250	ADT 250-400	ADT 400-750 (or greater)
Design Speed	20	20	30	35
Centerline Curve Radius	120	150	250	425
Roadway Width	18'	20'	22'	24'
Shoulder Width (each side)	2'	2'	3'	4'
Vertical Curve				
Crest:	15	15	30	50
Sag: K Values	24	24	40	50
Sight Distance	150	200	300	350
Sight Distance @ Road Intersections	200	300	350	400
Profile Grade				
Minimum:	0.5%	0.5%	0.5%	0.5%
Maximum:	10%	9%	8%	7%
Minimum Platform @ Road Intersections	2%-50'	2%-75'	2%-100'	2%-100'
Minimum Pavement radius @ Road Intersections	30'	30'	35'	40'

2. ADT should be determined by the manual entitled Institute of Transportation Engineers - Trip Generation. This may be supplemented by actual traffic data compiled for local roadway networks, applicable to the proposed project.

3. Where streets have the potential for extension through to other lands or other potential street networks, appropriate increases in the traffic volume estimates may be required at the discretion of the Planning Board. The Planning Board shall have the right and authority to increase design standards in such cases and in other cases where it is deemed appropriate.
4. For streets serving commercial/industrial areas, the Planning Board may require more restrictive requirements than shown in Table C-1.

H. Curbing

1. Curbing may be required by the Planning Board where it is deemed appropriate and necessary for the purposes of drainage, slope stability and/or pedestrian safety. Curbing allowed includes straight granite, sloped granite, and bituminous cape cod berm.
2. The construction of curbing shall be in accordance with standards contained in the current edition of the Standard Plans for Road and Bridge Construction, State of New Hampshire, Department of Transportation.

I. Sidewalks

When the Planning Board determines that sidewalks are necessary, they shall be not less than four (4) feet in width and conforming to the grades of the street, and may be constructed on only one or on both sides of the street.

J. Bicycle Paths

Based on subdivision density, traffic volumes, proximity to schools, parks, and other features, the Planning Board may determine that bicycle paths shall be provided as part of the proposed development. Such paths shall be a minimum of five (5) feet in width or, in cases where bicyclists and pedestrians would share a path, the minimum shall be eight (8) feet in width.

K. Steep Grades

Where roadway profiles exceed 5%, special consideration will be given to drainage, sedimentation and erosion protection. This may require curbing and special measures such as rip-rap or other erosion protection. In no case shall grades exceed 5% within at least 50 feet of an intersection.

L. Superelevation

Where superelevation is necessary, the design shall conform to the recommendations of AASHTO for the proposed rate of superelevation, and the Design Engineer shall provide appropriate documentation and calculations to demonstrate the safety and adequacy of the proposal.

II. CONSTRUCTION STANDARDS

A. Subgrade:

1. All trees and roots shall be stripped to below the base course of pavement and shoulders for the full width of the pavement and shoulders. All soft spots, peat, organic material, spongy soil, and other unsuitable materials shall be removed and replaced by material approved by the Board or its agent. The subgrade fill or backfill shall be compacted in lifts not exceeding 12 inches in depth. The subgrade shall be graded in the general cross slope configuration shown on the Typical Roads Section (Exhibits 1 or 2).
2. Boulders and/or ledge shall be removed to a depth of 6 inches below the subgrade level shown on the Typical Road Section (Exhibits 1 or 2). After removal to this depth they shall be covered by a fill material approved by the Board or its agent and graded and compacted to the subgrade level.

B. Base Course:

1. Bank-run gravel of good quality shall be spread over the entire width of the proposed pavement and shoulders to a depth of 12 inches, plus six (6) inches of crushed gravel.
2. The bank-run gravel and crushed gravel each shall be placed in lifts not exceeding six (6) inches and in the cross slope configuration shown on the attached Typical Roadway Section (Exhibits 1 or 2).

C. Compaction: Roadway subgrade and base courses shall be compacted to 95% of maximum density proctor method in accordance with AASHTO T-99.

D. Pavement Materials:

1. Base Course of two (2) inches conforming to Type B of the NHDOT Specifications.
2. "Wearing Course" conforming to Type F of the NHDOT Specifications.

E. Grades of all streets shall conform in general to the terrain and shall so far as practicable not exceed eight (8) percent. No street shall have a grade of less than one-half of one percent (.05%). Where practical, lots shall be graded toward the streets.

F. All slopes shall be graded, loamed, hayed and seeded. No slope, cut or fill will be greater than two horizontal to one vertical in ledge, or three horizontal to one vertical (3:1) in all other materials.

G. All proposed drainage facilities and culverts shall be installed in accordance with standards contained in the current edition of the Standard Plans for Road and Bridge Construction, State of New Hampshire, Department of Transportation. Natural watercourses shall be cleaned and increased in size where necessary to take care of storm runoff. Drainage swales at least three (3) feet in width and 16 inches in depth at its midpoint below centerline grade shall be constructed in the street right-of-way on both sides of the paved roadway. Drainage facilities must be adequate to provide for the removal of storm water to prevent flooding of the pavement and erosion of

adjacent surfaces. Roadway drainage shall be sized to accommodate the 25-year rain event; internal drainage shall be sized to accommodate the 10-year rain event.

- H. The recommendations of the Public Works Director respecting locations of culverts, drainage, and type and quality of fill and subfill shall be followed.

III. DRIVEWAY STANDARDS

- A. Access to every lot shall be identified on the plat.
- B. No more than two lots that lack adequate frontage on a Class V or better road shall be approved for subdivision unless the additional lots are served by a private road. An additional lot may share a private way provided the additional lot has adequate frontage on a Class V or better road and does not utilize more than 100 feet of the private way.
- C. No driveway shall be constructed within 50 feet of the intersection of two public roads.
- D. When two proposed driveways on the same side of the road are within 50 feet of each other, the Planning Board may require a common access to be used, for reasons of safety and topographical considerations.
- E. In all cases, the driveway shall be designed to accommodate emergency vehicles. The driveway entrance may be flared as it approaches the road. There shall be a proper turnaround for emergency vehicles, subject to approval by the Town Fire Chief, if the length of the driveway exceeds 500 feet.
- F. The driveway entrance shall drop six (6) inches from the center of the road to a point at least six (6) feet in back of the ditch line.
- G. A minimum of 150 feet all season safe sight distance in each direction is required.
- H. If a culvert is required for proper drainage, the culvert shall be a minimum of 15 inches in diameter and shall be new galvanized steel or concrete. The culvert shall be long enough to maintain the driveway width dimensions, or at least a 3:1 side slope.
- I. The culvert may be required to have a catch basin with a cover at the inlet end and a concrete or stone header at the outlet end. The culverts shall be installed by the landowner under the supervision of the Department of Public Works.
- J. Driveways shall not interrupt the natural or ditch line flow of drainage water. Where shallow ditch lines or natural drainage courses exist, driveways may be swaled at a point beyond the shoulder to accommodate the flow of storm water.
- K. The drainage ditch shall be six (6) inches below the outlet end of the culvert and drop at least one-half inch to the foot for a distance to be determined by the Department of Public Works.

- L. Any driveway crossing a wetland or body of water, including a seasonal stream, shall have all permits required by the NH DES Wetlands Bureau.
- M. A Driveway or Private way located within 20 feet of a perennial or seasonal stream or wetland shall be built in accordance with a plan designed and stamped by a professional engineer. At a minimum the plan shall detail drainage structures and the drainage structures shall be designed to handle run-off from a 25-year storm.
- N. All bridges shall be constructed in accordance with NH State standards and as approved by the Planning Board.
- O. No structures (including buildings), permanent or portable signs, lights, displays, fences, walls, etc. shall be permitted on, over, or under the town road right-of-way.
- P. Driveways providing access for multi-unit residential, commercial, or industrial uses shall be designed to conform with good engineering practice using the NHDOT manual, Policy and Procedures for Driveways and Other Accesses to the State Highway System, as a guide.
- Q. The contractor shall give 24-hour notice to the Public Works Director before starting construction.
- R. Final approval by the Planning Board will be granted upon inspection and determination that all work has been satisfactorily completed.

IV. DRIVEWAYS TO BACKLOTS

Driveways to backlots shall be subject to the following standards, in addition to any other applicable standards spelled out in Section III above:

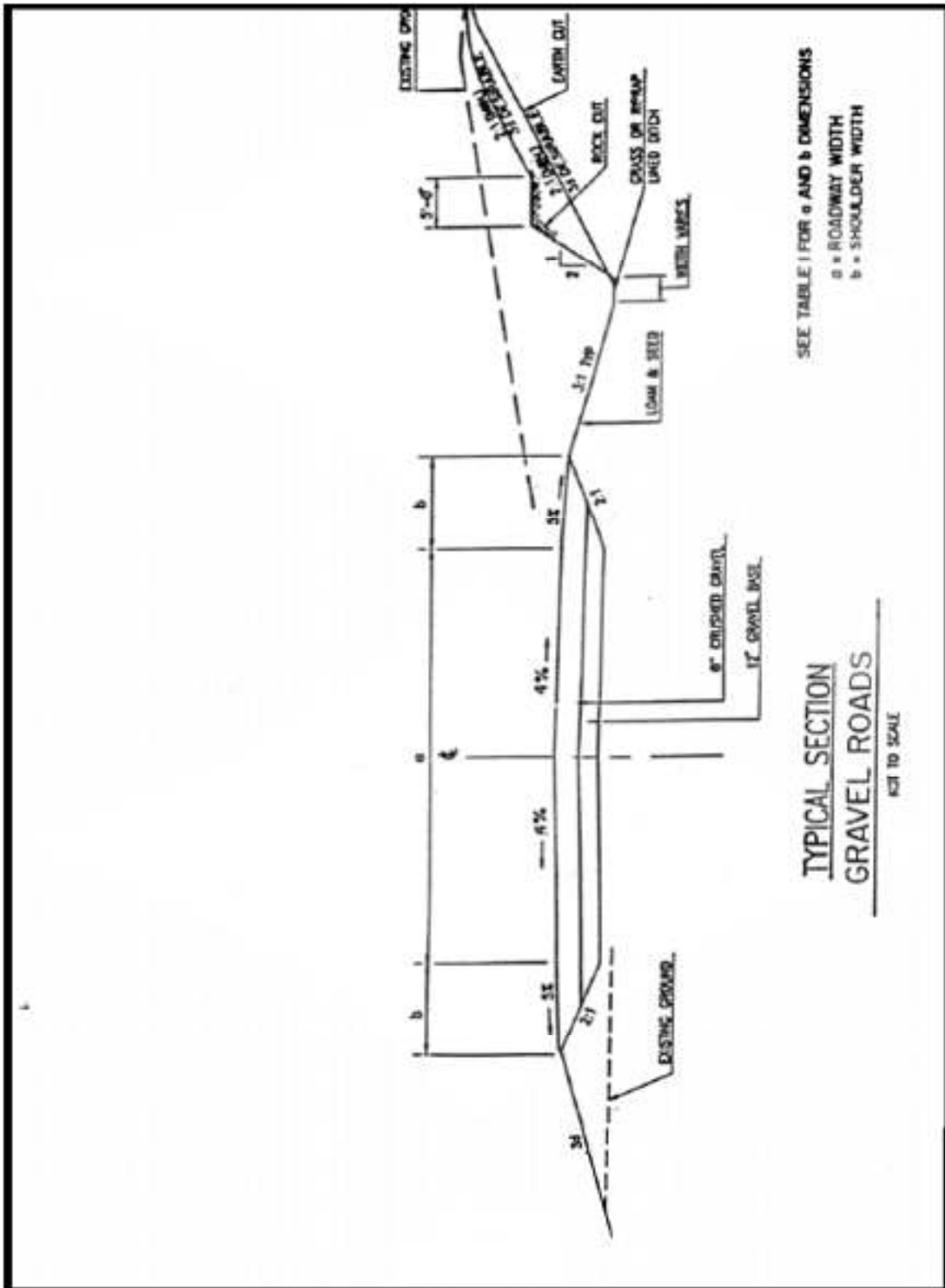
- A. Unless existing conditions prevent it, only one curb cut will be allowed for both the front and the back lot.
- B. All curb cuts on town streets or private roads are to be approved by the Public Works Director. The location will be suitable, and the use and maintenance of the driveway will not create a hazard or nuisance.
- C. The edge of the traveled way shall be set back at least 10 feet from any property lines.
- D. Appropriate buffering shall be provided, to protect the privacy of neighbors and shield them from dust, noise, lighting, etc.
- E. There shall be a proper turnaround for emergency vehicles, subject to approval by the Town Fire Chief.

V. PRIVATE ROADS

In those cases where interior development is appropriate and does not unreasonably contribute to sprawl, the Planning Board may approve the layout of roads to be built and maintained by the landowner(s) according to the following conditions:

- A.** Frontage requirements for lots on a private road shall be the same as those set forth for a Class V or better road.
- B.** Before final approval of a private subdivision road, the Applicant shall post a bond or other surety to cover the cost of construction and maintenance of the road and utility lines, if any. Said guarantee shall remain in effect for a minimum of two (2) years and may be extended by the Planning Board for an additional period if deemed necessary, after a site inspection and recommendation by the Town Public Works Director.
- C.** A maintenance agreement shall accompany the plan to be recorded which states to what extent each parcel or lot is responsible for maintenance of the private road. The agreement shall run with the land, and upon any future conveyance of property, the agreement shall be incorporated in and made part of a conveyance binding upon the parties thereto, their successors and assignees.
- D.** The Board may agree to a lesser standard of construction for a private road when it agrees that such a reduced standard is appropriate, with the understanding and agreement of the applicant that, should the Town ever decide to take over the road, it would have to be improved to Town road specifications.
- E.** The Applicant shall sign a “Statement of Agreement” with the Town, indicating she/he understands that the Town is under no obligation to take over maintenance or ownership of the road.
- F.** No private subdivision road will be approved by the Town or the Planning Board unless adequate provision is made for any utilities serving the site. The plan submitted must show the location and size of necessary utility easements; and if private lines are to be connected to public lines, a public “turn off” must be installed and maintained by the Applicant at the end of the public line.

Exhibit 2 - Typical Section; Gravel Roads



Appendix D: Checklists

TOWN OF NEW HAMPTON SUBDIVISION (Major/Minor) PLAN REVIEW CHECKLIST

APPLICANT NAME(s) _____

DATE OF APPLICATION _____ MAP/LOT# _____

IS THIS A DEVELOPMENT HAVING REGIONAL IMPACT? ___YES ___NO

MUST BE COMPLETED AND SUBMITTED WITH SUBDIVISION PLAN APPLICATION

This checklist can be used for either a major or minor subdivision. For a minor subdivision, the items in bold may be waived by the Planning Board due to lack of relevancy. The Planning Board, however, reserves the right to require that all items be met if, in its judgment, the data are necessary in order to make an informed decision.

SUBMITTED	B. SUBMISSION REQUIREMENTS	WAIVED
<i>YES / NO</i>		<i>YES / NO</i>
___ ___	1) Name of subdivision; name and address of applicant and of the owner.	___ ___
___ ___	2) Name, license number and seal of surveyor, north arrow, scale, and date of plan.	___ ___
___ ___	3) Signature block for Planning Board endorsement	___ ___
___ ___	4) Locus plan showing general location of the total tract within the town and the zoning districts.	___ ___
___ ___	5) Boundary survey including bearings, horizontal distances and the location of permanent markers. Curved boundary lines shall show radius, delta, and length.	___ ___
___ ___	6) Names and addresses of all abutters, streets, easements, building lines, parks and public places, and similar facts regarding abutting properties.	___ ___
___ ___	7) Location of all property lines and their dimensions; lot areas in square feet and acres. Lots shall be numbered according to the Town tax map numbering system.	___ ___

**SUBMITTED
YES / NO**

B. SUBMISSION REQUIREMENTS (cont.)

**WAIVED
YES / NO**

- ___ ___ 8) Location and amount of frontage on public rights-of-way. ___ ___
- ___ ___ 9) Location of building setback lines. ___ ___
- ___ ___ 10) Location of existing and proposed buildings and other structures. ___ ___
- ___ ___ 11) Location of all parcels of land proposed to be dedicated to public use. ___ ___
- ___ ___ 12) Location and description of any existing or proposed easements. ___ ___
- ___ ___ 13) Existing and proposed water mains, culverts, drains, sewers; proposed connections or alternative means of providing water supply and disposal of sewage and surface drainage. ___ ___
- ___ ___ 14) Existing and proposed streets with names, classification, travel surface widths, right-of-way widths. (See Appendix C for road standards) ___ ___
- ___ ___ 15) Final road profiles, center line stationing and cross-sections. ___ ___
- ___ ___ 16) Location and width of existing and proposed driveways. ___ ___
- ___ ___ 17) Watercourses, ponds, standing water, wetlands, rock ledges, stone walls, existing and proposed foliage lines; open space to be preserved, and any other man-made or natural features. ___ ___
- ___ ___ 18) Existing and proposed topographic contours, with spot elevations where necessary. ___ ___
- ___ ___ 19) Soil and wetland delineation with stamp of certified wetlands/soil scientist as appropriate. (see Appendix A). ___ ___
- ___ ___ 20) Location of perc tests, test results, outline of 4,000 square-foot septic area, with any applicable setback lines. ___ ___
- ___ ___ 21) Location of existing and proposed well, with 75-foot well radius on its own lot. ___ ___
- ___ ___ 22) Base flood elevations and flood hazard areas. ___ ___

C. OTHER INFORMATION (NEXT PAGE)

**SUBMITTED
YES / NO**

C. OTHER INFORMATION

**WAIVED
YES / NO**

- | | | | | |
|-----|-----|---|-----|-----|
| ___ | ___ | 1) Plans for stormwater management and erosion control, if applicable. (See Section VII) | ___ | ___ |
| ___ | ___ | 2) Copy of state subdivision approval for septic system, septic design approval where applicable; or certification by septic designer of adequacy of existing system. | ___ | ___ |
| ___ | ___ | 3) NHDES Alteration of Terrain Permit, as applicable. | ___ | ___ |
| ___ | ___ | 4) Town or NHDOT Driveway Permit, as applicable. | ___ | ___ |
| ___ | ___ | 5) Report from the Fire Chief, Police Chief, and/or Town Conservation Commission. | ___ | ___ |
| ___ | ___ | 6) Approval for municipal water/sewer connections, as applicable. | ___ | ___ |
| ___ | ___ | 7) Any deed restrictions; and all deeds conveying land to be used for public purposes, easements and right-of-way over property to remain in private ownership, and rights of drainage across private property, submitted in a form satisfactory to the Board’s counsel. | ___ | ___ |
| ___ | ___ | 8) Any other state and/or federal permits. | ___ | ___ |
| ___ | ___ | 9) Any additional reports or studies deemed necessary by the Board, including but not limited to: traffic, school, fiscal and environmental impact analyses. The Board reserves the right to request such information after an application has been accepted as complete. | ___ | ___ |

**TOWN OF NEW HAMPTON
TOWN OF NEW HAMPTON LOT LINE ADJUSTMENT CHECKLIST**

APPLICANT NAME(s) _____

DATE OF APPLICATION _____ MAP/LOT# _____

IS THIS A DEVELOPMENT HAVING REGIONAL IMPACT? YES NO

MUST BE COMPLETED AND SUBMITTED WITH SITE PLAN APPLICATION

The items on this page are considered to be the minimum requirements for a lot line adjustment or technical subdivision, where no new lots are being created. The Planning Board reserves the right, however, to request additional information if, in its judgment, the data are necessary in order to make an informed decision.

<u>SUBMITTED</u> <i>YES / NO</i>	<u>B. SUBMISSION REQUIREMENTS</u>	<u>WAIVED</u> <i>YES / NO</i>
___ ___	1) Name of subdivision; name and address of subdivider.	___ ___
___ ___	2) Name, license number and seal of surveyor, north arrow, scale, and date of plan.	___ ___
___ ___	3) Name, license number and seal of other professionals or other persons.	___ ___
___ ___	4) Signature block for Planning Board endorsement.	___ ___
___ ___	5) Locus plan, showing zoning designations.	___ ___
___ ___	6) Location of property lines, lot areas in square feet and acres; lots numbered according to Town tax map system.	___ ___
___ ___	7) Location and amount of frontage on public right-of-way.	___ ___
___ ___	8) Location of building setback lines.	___ ___
___ ___	9) Existing and/or proposed buildings, other structures.	___ ___