

**TOWN OF ORFORD, NEW HAMPSHIRE
APPLICATION FOR MAJOR SUBDIVISION APPROVAL**

Application #: _____

Date Application Submitted: _____ Tax Map and Lot #: _____

This application is intended for use when a subdivision is proposed with will result in four (4) or more lots or dwelling units, or when a subdivision creating fewer lots requires a new street or public improvement, or when the property has been part of a subdivision of a lot under a Minor or Major subdivision within the previous ten years. Major subdivision applications are normally processed in three steps: informal discussion, preliminary layout and final plat. Procedures and requirements are set forth in Articles 4, 5, and 6 of the Subdivision Regulations. Also see NH RSA 676:4. Five copies of the entire application are required as well as a copy of the most current deed.

Name of Subdivision: _____

Property Owner: _____

Mailing Address: _____

Phone # _____ E-mail: _____

Address: _____

Description of the lot to be subdivided (please provide street or other info.):

The undersigned owner hereby submits to the Planning Board of the Town of Orford, NH the subdivision plan named above and respectfully requests approval of said plat. In consideration for approval and the privileges accruing thereto, the owner hereby agrees to:

1. Carry out the improvements agreed upon and as shown and intended by said plat, including any work made necessary by unforeseen conditions, which become apparent during construction.
2. Post all streets "PRIVATE" unless or until accepted by the Town of Orford, and to provide and install standard street signs as approved by the Town of Orford for intersections and other critical areas.
3. Give the Town of Orford on demand, proper deeds for land or right-of-way reserved on the plat for streets, drainage, or other purposes as agreed upon.
4. Pay all fees required for subdivision approval, including legal fees incurred by the Town of Orford relating to this subdivision, or any litigation relating thereto.

Current fees schedule is:

Number of Lots	Fee per lot	Total
2	\$40	\$80
3	\$50	\$150
4	\$60	\$240
5	\$70	\$350
6	\$80	\$480
7	\$90	\$630
8	\$100	\$800
9	\$110	\$990
10	\$120	\$1200

This application will not be deemed complete without the following items attached to this application or a waiver request subject to Planning Board approval. (please check those completed and attached)

- List of abutters and holders of conservation or agricultural easements on subject properties (names, addresses indicated by Town records not more than 5 days before the day of submittal)
- Application fees and costs of notice
- Five *Application Packages* (see below) to be provided to:
 - One copy to the agent of the Town of Orford – Upper Valley Lake Sunapee Regional Planning Commission, 10 Water Street, Suite 225, Lebanon, NH 03766 (603-448-1680)
 - Three copies of application to the Orford Planning Board, 2529 Route 25A, Orford, NH 03777
 - One copy to the Orford Select Board, Town of Orford, 2529 Route 25A, Orford, NH 03777

Application Package Content:

- The most current deed(s) for the subject properties
- Completed and properly signed application on current application form
- Any requested waivers with justification for request
- Survey Map with scale not smaller than 100' per inch signed and sealed by NH Registered Surveyor or Engineer (See Section 5) to include:
 - Name and municipality and subdivision
 - Name and address of property owner and surveyor
 - Tax map and lot number of the land proposed to be subdivided
 - North point, bar scale, date of preparation, and dates of all revisions
 - Any existing or proposed easements forming part of the subdivision
 - The following statement: “The Subdivision Regulations of the Town of Orford are a part of this plat, and approval of this Plat requires the completion of all the requirements of the Subdivision Regulations excepting only any relaxation of requirements granted by the Planning Board and written into their meeting minutes.”
 - General site location map locating property in relation to major roads and other features
 - Names of abutters
 - Boundaries and area of each lot
 - Lot lines, existing buildings, streets and driveways within 200' of lot to be subdivided
 - Location and type of proposed and existing survey monuments (Section 5.03/Section 13.12)
 - Existing and proposed lot lines, bearings and dimensions, lot sizes in square feet or acres, consecutive numbering of lots using the town's tax map system, monuments in lot corners
 - Existing and proposed street rights of way lines
 - Location of existing and proposed parks and other open space
 - Location of driveway access to each lot
 - Location of existing and proposed wells and on-site sewage disposal systems
 - Base flood elevations as defined in the Town of Orford Floodplain Development Ordinance and clearly show area of floodplain
 - Area of protected Shoreland
 - Minimum 50' road frontage per lot
- Topographic Map with scale not smaller than 100' per inch signed and sealed by NH Registered Surveyor or Engineer (See Section 5) to include:
 - Contour intervals shown at 10' intervals or less
 - Significant natural features such as rock outcrops, surface water, and wet areas.
- Soils Map with scale not smaller than 100' per inch signed and sealed by NH Registered Surveyor or Engineer and Report (Section 5.05)
 - Location of percolation test sites and soil test pits or borings on each lot
 - Soil mapping units and boundaries bases on the most recent Natural Resources Conservation Service mapping

- Legend identifying soil mapping unit symbols and soil type names
- Utilities and Fire Protection Plan (Section 5.06)
- Storm Water Management and Sediment Control Plan (Section 5.07)
- Road Plan (Section 5.08)

FOR PLANNING BOARD USE

- Waivers for any other issues not addressed (Section 5.14)
- State/Local curb cut permit (if applicable)
- State “Approval for Subdivision” permit for lots under 5 acres (if applicable)
- Soil test results to show each lot adequate for septic system (unless waived for large lot)
- State Wetlands Permit (if applicable)
- State Shoreland Water Quality Protection Act permit (if applicable)
- Permit from Selectboard, if any development within floodplain
- Other applicable permits:
- Estimate of Cost of Improvements (if surety required)
- Stormwater Management and Sediment Control Plan (Section 5.07)

Date(s) of Informal Discussions: _____

Date Application Received: _____

Date of Meeting for Application Review: _____

Date Application Deemed Incomplete: _____

Items needed to complete application:

Date Application Deemed Complete: _____

65 Days from Application Deemed Complete: _____

Per RSA 676:4 I. (c)(1) the Board shall make a decision upon an application deemed complete within 65 days subject to an extension.

Date of Public Hearing Notification: _____

Date of First Hearing: _____

Date of Second Hearing: _____

Date of Approval: _____