

File No: _____
Date Received: _____
Planning Board Use Only

PLANNING BOARD – TOWN OF CENTER HARBOR
APPLICATION FOR SUBDIVISION/BOUNDARY LINE ADJUSTMENT APPROVAL

The undersigned subdivider hereby submits to the Center Harbor Planning Board a subdivision/boundary line adjustment plat dated _____ 20____ entitled _____ plat under Map/Lot(s) _____. In consideration for approval and the privileges accruing thereto, the subdivider hereby agrees:

1. To carry out the improvements agreed upon and as shown and intended by said plat, including any work made necessary by unforeseen conditions which become apparent during construction.
2. To post all streets "Private" until accepted by the Town and to provide and install standard street signs as approved by the Town for all street intersections.
3. To provide the Town on demand, good, sufficient and property executed deeds of other legal instruments for land or rights-of-way reserved on the plat for streets, drainage, or other purposes, and to provide good, sufficient and properly executed documentation of any covenants or easements as may be agreed upon during the planning process.
4. To indemnify and save the Town harmless from any obligation it may incur, or repairs it may make, because of the subdivider's failure to carry out any of the foregoing provisions.
5. To make no changes whatsoever in the Final Plat as approved by the Board unless a revised plat or plat of re-subdivision is submitted to and approved by the Board.

The undersigned subdivider understands that the Center Harbor Planning Board must have on file a COMPLETED APPLICATION as outlined in its subdivision regulations fifteen (15) days prior to a regularly scheduled meeting, it has sixty-fix (65) days to approve or disapprove the COMPLETED APPLICATION subject to extension or waiver as provided in accordance with NHRSA Chapter 676:4 (c) (1) 1998.

(Name) _____

(Address) _____

Names and addresses of all persons with 10% or more interest

Signed By _____

Owner/President or Treasurer of a Corporation

(Planning Board Use Only)

Completed Application with Plat(s) Received Date: _____ by: _____
Application Fee Received (\$100 per lot) Date: _____ by: _____
Notification Fees Received (_____) Date: _____ by: _____
Preliminary approval by Board Date: _____ by: _____
Final Plat(s) and supporting data received Date: _____ by: _____

65 day statutory deadline for Planning Board action begins when completed application is accepted.

Deadline for Board Action _____

Final approval by Board _____

CENTER HARBOR PLANNING BOARD
SUBDIVISION CHECK LIST

Office Use Only			
Owner	P.B.	Waived	
			1 Completed application form
			Subdivision plat (5 copies) showing land to be conveyed.
			2 Any or all of the following may be required by the Planning Board.
			A Name of subdivision
			B Name of address and owner
			C Date of plan
			D Scale of 1"=100' or less, except by permission
			E Bar scale
			F Name, address and seal of registered surveyor
			G North point
			H Parcel boundaries showing monuments, courses and distances
			I Locations and dimensions of all easements including utility easements
			Any unusual topographic features, such as water courses, ponds, swamps, wet areas, and outcropping ledge
			J
			Widths, names and grades of all existing or plotted streets or rights-of-way within or adjacent to the tract; also curve and radii data where applicable
			K
			L Lot lines
			M Lot areas (square feet and/or acres)
			N Lot numbers
			O Existing Buildings
			P Topographic contours at _____foot intervals
			Q Culverts with dimensions
			R Existing or proposed retaining walls
			S Percolation test locations
			T Sewer and water mains, if any
			U Location of soil and ground water test pits
			V Hydrants (dry or wet)
			W Names of abutters
			X Site location map (not necessarily to scale)
			Y Open space with dimensions and areas

			3 Names, addresses and telephone numbers of any consultants, engineers, brokers, agents or contractors involved in the subdivision.
			4 Description of rights-of-way, easements, beach rights, water rights, etc.
			5 Protective covenants or restrictions applying to all or any part of the subdivision
			6 Recording information of most current deed and where recorded
			7 Soil test data
			8 Percolation test data
			9 State agencies whose approval of subdivision may be required
			A Attorney General (for more than 50 lots)
			B Fish and Game Department
			C Department of Health and Welfare, Division of Public Health
			D Department of Public Works and Highways
			E Dredge and Fill Special Board
			F Water Resources Board
			G Water Supply and Pollution Control Commission
			1 Approval for subdivision if lots less than 5 acres
			2 Approval for septic system construction

Note: The application and this checklist do not restrict the Planning Board from requesting additional data in accordance with the Town Zoning Ordinance and Subdivision Regulations.

ABBUTTERS LIST

Name of Applicant _____

Address: _____

Property Concerned: Tax Map _____ Lot _____

The following are the abutters to the above property. Please include those across the street.

Tax Map _____ Lot _____ Name: _____

Address: _____

Tax Map _____ Lot _____ Name: _____

Address: _____

Tax Map _____ Lot _____ Name: _____

Address: _____

Tax Map _____ Lot _____ Name: _____

Address: _____

Tax Map _____ Lot _____ Name: _____

Address: _____

Tax Map _____ Lot _____ Name: _____

Address: _____

Tax Map _____ Lot _____ Name: _____

Address: _____

Tax Map _____ Lot _____ Name: _____

Address: _____

Tax Map _____ Lot _____ Name: _____

Address: _____

Requirements and Fees for Subdivision Application or Boundary Line Adjustment

Initial Application:

\$100 per lot

\$10 for each letter sent certified mail to owner, abutters and surveyor if applicable

Two sets of mailing labels (abutters name/address)

Five copies of proposed plan

Upon Planning Board Approval:

Please submit the Mylar and five (5) hardcopy plans to the Town Office for Planning Board signature. According to the Center Harbor Planning Board Policies, the Mylar for any matter heard by the Board will be signed at the Planning Boards next regularly scheduled meeting and submitted to the Belknap Registry of Deeds for recording on the 31st day from date of Planning Board approval. The following recording fees are required upon submission of Mylar, a check made payable to the Town of Center Harbor in the amount of \$36.00 for the Mylar to be recorded and a 25.00 L-Chip fee check to be made payable to the Belknap Registry of Deeds.

For questions, please contact the Planning and Zoning Department of the Center Harbor Town Office by calling 603-253-4561 or email ctrhtownoffice@metrocast.net