

## **FREMONT NH APPLICATION FOR MINOR SITE PLAN REVIEW**

### **CONTACT INFORMATION**

Name of Applicant(s):	
Address:	
Owner(s) of Property concerned if different from above:	
Owner(s) mailing address if different from above:	
Phone:	Email:
Location of Property (Map #, Lot # and Street Address):	
Intent of Application: <input type="checkbox"/> Original Site Plan Review <input type="checkbox"/> Amendment to Existing Site Plan Review <input type="checkbox"/> Change in Use	

### **ZONING INFORMATION**

Zoning District of Property:

Is property in the Aquifer Protection District? ☐ Yes ☐ No

Is the property in the Flood Zone? ☐ Yes ☐ No

### **BEFORE COMPLETING THIS APPLICATION YOU MUST COMPLY WITH THE FOLLOWING.**

If the Board determines that the impact of the proposed project presents greater than minimum impact, the application shall not be eligible for Minor Site Plan Review.

- A. The applicant must first schedule a pre-application meeting with the Planning Board.
- B. The application must be in full compliance with Fremont Zoning Ordinances.
- C. The proposal shall create no impacts that require consideration of mitigation strategies for impacts such as, but not limited to, noise, light, traffic, visual impacts and/or odors.
- D. Appropriate buffers – fencing or natural vegetation - exist between abutting properties.
- E. The character of the area will not be impacted by the proposal. The nature of the property remains consistent relative to architecture, transportation, scale of coverage, scale of building size, and consistency of adjacent uses.
- F. Maximum total floor space of any proposed buildings/structures shall be one thousand (1000) sq feet including the basement.
- G. No proposed alterations to the natural terrain or vegetation at the site is planned (except that which is immediate to the any proposed buildings/structures)
- H. The proposed activity **shall not** be located within:
  - i. A flood plain
  - ii. Any wetlands or wetland protection district
  - iii. One hundred (100) feet of a Prime Wetland

**INSTRUCTIONS:** Please ensure that your application supports the purposes as noted in the Site Plan Regulations and that you have read, understand and complied with all aspects of the regulations.

Minor site plans are not required to be prepared by a professional engineer or licensed surveyor, but must accurately depict distances, setbacks, and other required information necessary for Board review. Fees shall be paid in accordance with the Town of Fremont fee schedule. The following items shall be shown on the minor site plan unless a waiver(s) is requested.

**The MINOR SITE PLAN APPLICATION CHECKLIST MUST ACCOMPANY THIS APPLICATION.**

**Information Requirements:** Each application shall contain the following information, where applicable, to be considered complete in accordance with Section 1.14 (Application Procedures) of the Fremont NH Site Plan Review Regulations. Check all that apply or request waiver.

**Site Plans must include the following information:**

- ☐ A. The name and addresses of the property owner, authorized agent, the person or firm preparing the plan, and the person or firm preparing any other data to be included in the plan.
- ☐ B. Scale, north arrow, and the date prepared.
- ☐ C. Location of the site (vicinity sketch), street, address, zoning district location, abutting properties and owners, and applicable tax map information.
- ☐ D. Description of the existing site and proposed changes thereto, including, but not limited to: approximate size (including height) and placement of new buildings and accessory structures, new parking and loading areas, new signage, new lighting, new landscaping and the amount of land to be disturbed.
- ☐ E. Location of existing and proposed easements, (if any). Copies of such easement language must be submitted to the Board.
- ☐ F. Location of existing and/or proposed water supply, sewage disposal facilities, gas and/or electric lines, paved areas, structures, (both primary and accessory), driveways, parking areas,
- ☐ G. A completion schedule of all proposed improvements.
  
- ☐ 1. The size and location of all public and private utilities including water lines, sewage facilities, gas lines, power lines, telephone lines, fire alarms connections, underground utilities, but not limited to other utilities.
- ☐ 2. The location, size and design of proposed signs and other advertising or instructional
- ☐ 3. The location, type and design of outdoor lighting.
- ☐ 4. Construction details including but not limited to pavement, walks, steps, curbing, drainage and structures, fire hydrants, signs and lighting, erosion, and sedimentation control techniques.
- ☐ H. Provide copies of all required State, Federal, and Town approvals, including, but not limited to: Dredge and Fill, State highway access, Wetlands Board approval.
- ☐ I. Provide topography maps indicating buildings, water courses, ponds, streams, standing water, exposed rock ledges, and other significant topography references to include natural and manmade features.
- ☐ 1. Contours shall be depicted at two (2) foot levels, referenced to sea level, reflective of
- ☐ 2. Clear delineation of wetlands areas must be provided on all topography maps.
- ☐ 3. Clear delineation of all watershed protection districts must be provided on all topography maps and any septic design plans.
- ☐ 4. Include lot line setbacks as well as wetland setbacks.

- ☐ J. Provide location and results of each test pit and percolation results shall be submitted to the Planning Board. Information summary with respect to soil conditions capable of supporting on-site water and waste disposal for each lot will be supplied. Test reference markers shall be put in place and maintained during the review process.
- ☐ K. Provide a plan for the type and location of solid/liquid waste disposal facilities.
- ☐ L. Provide an estimate/calculation of the road traveled mileage and route from the local fire and rescue department.
- ☐ M. Provide an estimate/calculation of the increased daily average automobile traffic within the Town.
- ☐ N. Provide estimates of noise generations.
- ☐ O. Provide complete plans and profiles for all internal access ways and parking to include:
  - 1. Curve data, horizontal and vertical at the street center lines
  - 2. Street data at fifty (50) foot intervals, to include cross sections
  - 3. Intersection, turn-around and/or cul-de-sac radii
  - 4. All Storm Drainage design
  - 5. Design of any bridges or culverts
  - 6. Proposed finished grades of streets & adjacent roadsides within the right-of-way.
- ☐ P. Provide an architectural rendering showing all elevation views of all proposed buildings and their exterior design. Provide plans reflecting shape, size, height and location of existing structures located on the site and within two hundred (200) feet of the site.
- ☐ Q. Provide a parking areas and access plan sufficient for review to ensure compliance to applicable standards as set forth in this document.
  - 1. The location, size, direction of travel, and if appropriate, curbing, paving, and radii of existing and proposed streets, driveways, access ways, and sidewalks within the site and its relationship to the off-site system.
  - 2. The size, location, and layout of all on-site parking, loading facilities, and snow storage areas. The methods and actuals used to provide for directing of traffic patterns and parking.
- ☐ R. Provide a landscaping plan sufficient for review to ensure compliance to applicable standards as set forth in this document.
- ☐ S. The location, type and size of all proposed landscaping and screening as well as a plan for the retention of existing and significant natural features on the site.
- ☐ T. Provide a storm drainage plan, performed by a registered professional engineer, including a plan for the detention and slow release of storm water where necessary, together with supporting calculations. Reference Section 1.21 (Waste Disposal and Water Supply).
- ☐ U. Provide plans for erosion and sediment control. No site plan shall be approved without plans for erosion and sediment control plans, unless a written waiver is applied for and approved by the Planning Board.
- ☐ V. Provide Traffic Analysis. Reference Section 1.14, Item X-6. No site plan shall be approved without a traffic impact study and analyses unless a written waiver is applied for and approved by the Planning Board.
- ☐ W. Provide general information and site plan format on all plats:
  - ☐ 1. Provide site name, name of property owner of record.
  - ☐ 2. Name, address and phone number of sub-divider and surveyor or engineer.
  - ☐ 3. Date, north point, plat revision, property map references and reference numbers.
  - ☐ 4. Names and addresses of owners of abutting properties.
  - ☐ 5. Location and exact dimensions of all property lines.

- ☐ 6. Location, name and width of all existing and proposed streets, rights-of-way or easements.
- ☐ 7. Sheet size in conformance with the requirements of the Rockingham County Register of Deeds. A margin of at least one inch shall be provided outside ruled border lines on three sides and at least two inches along the left side, or as required by the Register of Deeds.
- ☐ 8. A scale of not less than one (1) inch equals one hundred (100) feet.
- ☐ 9. Space for the Planning Board Chairman and Secretary to sign and date the approved plans.
- ☐ 10. Tax map and parcel number, title and deed reference, street address.
- ☐ 11. A locus map (no smaller than one (1) inch equals one thousand (1000) feet showing the location of the site in relation to the surrounding public street system and the zoning districts and boundaries for the site and the area within one thousand (1000) feet of the site.
- ☐ 12. Area, in acres and square feet, of the entire site prior to development. Acreage, square feet and percentage of total area for the following segments of information; Total area, area left in natural state, area of wetlands, recreation area, and area used.
- ☐ 13. Area, in acres and square feet, of the proposed site. Acre, square feet, and percentage of total area for the following segments of information; Total area, area left in natural state, area wetlands, and area used.
- ☐ 14. Clear delineation of wetlands and watershed protection districts peripheral area must be provided. Wetlands shall be delineated by a NH Licensed Wetland Scientist or Soil Scientist.
- ☐ 15. Iron rods, pipes, pins or drill holes must be so noted and placed at all lot corners and angle changes. Street right-of-way shall be marked by a four inch by four inch by thirty six inch (4" x 4" x 36") stone or concrete monument.
- ☐ 16. Location of all land intended for public use and any conditions on such use.
- ☐ 17. Specify the number the type of non-residential units.
- ☐ 18. Specify the water sources to be designated for fire protection and control. Define the adequacy of water supply for fire protection.
- ☐ 19. Hours of operation. The Board reserves the right to revisit and revise the approved hours of operation if and when it deems necessary to do so.
- ☐ X. Other information may be required during the course of the review. Other exhibits or data that the Planning Board may require in order to evaluate adequately the proposed development; such as but not limited to:
  - ☐ 1. Information on the composition and quantity of wastewater generated.
  - ☐ 2. Information on air, water or land pollutants discharged.
  - ☐ 3. Erosion and Sediment Control Plans.
  - ☐ 4. Listing of all amounts and description of liquids, inflammables and/or chemicals.
  - ☐ 5. A fiscal study/data relative to the potential impact to the Town may be required during the review process. Special provisions and/or plans may be required if found to bear a financial impact on the Town.

Other items required as applicable;

- ☐ N.H. Water Supply & Pollution Control Commission subdivision approval

- ☐ N.H. Wetlands Board "Dredge & Fill" permit
- ☐ N.H. Department of Transportation driveway access permit
- ☐ Stormwater runoff calculations per Section 1.20 or request for exemption
- ☐ Stormwater Management Plan
- ☐ Spill Prevention, Control, Countermeasures (SPCC) Plan
- ☐ National Pollutant Discharge Elimination System (NPDES) permit
- ☐ Other State or Federal permits as required

Signature of Applicant:	Date:
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