

**Site Plan Review Regulations
Town of Walpole**

APPENDIX A

SITE PLAN REVIEW CHECKLIST/WAIVER FORM

- APPLICANT NAME: _____ **DATE OF APPLICATION:** _____

Submitted

Waived

Yes	No	Section VII (A) Plat Submission	Yes	No
		1. Complete application form properly filled out		
		2. Names and addresses of abutters		
		3. Names and addresses and seals of persons preparing 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. Four paper copies of the Site Plan plat as specified Sec. VII 5.		
		7. Letter of authorization from owner if applicant is not owner.		
		8. List of wavier request (s)		

Submitted

Waived

Yes	No	Section VII (B) Plat Submission Items	Yes	No
		1. Name of project or identifying title; names & addresses of owners of record; tax map, lot numbers, zoning district(s)		
		2. North arrow, date of plat, scale, name & address of preparer, signature block		
		3. Vicinity sketch scaled to show location of site relating to existing public streets and zoning districts		
		4. Physical features and uses of abutting land within 200 feet of site		
		5. Boundary lines, their source, approx. dimensions & bearings & lot area in acres & square feet		
		6. Shape, size height, locations & use of existing & proposed structures located on the site and those existing within 200 feet of site.		
		7. Location, name & widths of existing & proposed roads and those within 200 feet of site		
		8. Final road profiles, center line stationing & cross sections		
		9. Location of existing & proposed sidewalks & driveways, direction of travel both vehicular & pedestrian		
		10. Identification of accesses, sight distances at accesses, curb cuts & changes to existing streets, driveway permit(s)		
		11. Location, dimensions & total # of parking, loading spaces		
		12. Landscape plan, existing and proposed		
		13. Exterior lighting plan, existing and proposed		
		14. Sign plan, existing and proposed		
		15. Size & location: public service connections- overhead/underground		
		16. Water courses, ponds, standing water, rock ledges, stone walls, foliage lines open space, other man-made or natural features		
		17. Size & location of existing and proposed water mains, sewers, culverts, connections or alternative mean of providing water supply and disposal of sewage & surface drainage		
		18. Location and distance to fire hydrants and/or fire ponds		
		19. Topographic contours, spot elevations		
		20. Soils and wetland(s) delineation		
		21. Location of Perc. Tests & results, outline of septic area		
		22. Location of existing and proposed well with 75 foot radius		
		23. Certification by licensed septic designer that existing system is adequate for proposed use		
		24. Location of existing or proposed deed restrictions, easements or coven.		
		25. Base flood elevations and hazard areas.		
		26. Location of existing or proposed underground fuel storage areas and NH Dept of Environmental Services permits and approvals		
		27. Location, type and design of buildings, elevation view or photograph showing dimensions and surface treatment.		

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**Appendix A
SITE PLAN REVIEW CHECKLIST/WAIVER FORM**

- APPLICANT NAME: _____ DATE OF APPLICATION: _____

Submitted

Waived

Yes	No	Section VII (C) Other Plat Submission Items	Yes	No
		1. Storm water Management & Erosion Control Plan		
		2 State subdivision approval for septic design or certification by septic designer that existing system is adequate		
		3. Alteration of Terrain permit from State		
		4. State and/or Town driveway permit(s)		
		5. Reports from Fire Chief, Police Chief, Town Conservation Comm.		
		6. Approval for municipal water/sewer connections		
		7. Deed restrictions and all deeds covering land to be used for public purposes, easements & right of ways, rights of drainage		
		8. Any other State and/or Federal permits as applicable		
		9. Impact analysis study: Demographic, Community Facilities, Environmental, Traffic, Noise, Soils and Wetland Impacts		
		10. Any additional reports or studies required by the Planning Board		
		Costs of additional analysis, reports , studies to be paid by applicant		

Submitted

Waived

Yes	No	Section X Developments Having Regional Impacts	Yes	No
		1. Is this a development having regional impacts?		