

APPENDIX E
APPLICATION FOR SITE PLAN REVIEW
MULTI-FAMILY RESIDENTIAL & NON-RESIDENTIAL USES

PLANNING BOARD
NEW LONDON, NH

DATE APPLICATION FILED: _____

APPLICATION FOR:

- Phase I: Concept Site Plan Review
- Phase II: Preliminary Site Plan Review
- Phase III: Final Site Plan Review

NAME OF APPLICANT: _____

ADDRESS: _____

DAYTIME PHONE NUMBER: _____ FAX: _____

NAME OF PROPERTY OWNER: _____
(If other than applicant)

ADDRESS: _____

DAYTIME PHONE NUMBER: _____ FAX: _____

LOCATION OF PROPERTY: _____

TAX MAP/Lot: ___ - ___ - ___ ZONE DISTRICT: _____

DESCRIPTION OF USE(S) OF BUILDINGS & LAND: _____

WATER SERVICE: New London/Springfield Water Precinct On-site Water Well

Other: _____

SEWER SERVICE: New London Wastewater On-site Septic System

ROAD(S) PROVIDING ACCESS: Town Road _____

State Highway _____

The Zoning Administrator or Land Use Coordinator can assist applicants to identify whether the following natural resource areas will be affected and in which sub-watershed the property is located.

SHORELAND OR SHORELAND BUFFER IMPACTED? Yes No

WETLAND OR WETLAND BUFFER IMPACTED? Yes No

STEEP SLOPE AREA IMPACTED? Yes No

PROTECTED STREAM(S) OR STREAM BUFFER(S) IMPACTED? Yes No

LOCATED OVER AN AQUIFER? Yes No

CURRENT USE:

Does the proposed Site Plan affect land held in Current Use? Yes No

CONSERVATION EASEMENT:

Does the Site Plan affect land held in a Conservation Easement? Yes No

SURFACE WATER B SUB-WATERSHED:

Pleasant Lake - Blackwater River
 Little Lake Sunapee/Murray Pond
 Goose Hole Pond
 Otter Pond

Lake Sunapee
 Lyon Brook/Kezar Lake
 Messer Pond/Clark Pond/Kezar Lake

CERTIFICATION BY APPLICANT

I certify that this Site Plan Review Application, including the supporting plan and documents, has been completed in accordance with the Site Plan Review Regulations of the Town of New London.

I certify that this Site Plan Review Application, including the supporting plan and documents, complies with the standards specified in the New London Site Plan Review Regulations, unless a specific waiver has been applied for and granted by the Planning Board.

I certify that I will continue to comply with the standards specified in the New London Site Plan Review Regulations on an on-going basis.

I understand and agree that if I propose to change the use or layout of the site from the approved site plan that I will contact the Planning Board, or its designee, to see if a new application for an amended Site Plan Review is required.

I agree to obtain all the subsequent Town permits needed for this Site Plan Review Application including the required Certificate of Occupancy Permit before the property can be used.

Further, I agree to comply with all required inspections during construction and to pay for all required inspection services.

In making this application, I agree to permit the members of the Planning Board and its agents to enter upon the subject property for the purpose of inspecting the property for the application.

DATE: _____

SIGNATURE OF PROPERTY OWNER

SIGNATURE OF AGENT FOR PROPERTY OWNER

(Need letter of authorization from property owner)

APPENDIX F: MULTI-FAMILY RESIDENTIAL & NON-RESIDENTIAL USES PRELIMINARY
 SITE PLAN REVIEW CHECKLIST of APPLICATION REQUIREMENTS

#	Application Requirement	Submitted	Not Applicable	Waived by PB
2.a	Application Form			
2.b	Letter of Authorization			
2.c	Abutters List			
2.d	Application Fee			
2.e	Waiver Requests in Writing			
2.f	Site Plan Maps - # as directed by Town Planner			
1	Estimated area & distances & directions of boundaries			
2	Name(s) of owner(s) of record			
3	Abutters list			
4	Site location map			
5	North point, graphic scale, date of preparation & revisions			
6	Zone District(s) lines of demarcation			
7	Name, address & seal of person or firm preparing plans			
8	Preliminary plan of existing & proposed structures			
9	Existing structures - photos from all sides			
10	Proposed structures - architectural style concept & exterior for all proposed buildings & additions building materials			
11	General topography & steep slope areas			
12	Direction of flow of surface water			
13	Groundwater & surface water resources			
14	Rock outcroppings & depth to ledge			
15	Preliminary plan for streets, driveways, parking & sidewalks			
16	Preliminary wastewater treatment plans			
17	Preliminary landscaping plan			
18	Preliminary plans for domestic water supply			
19	Preliminary fire protection plan			
20	Existing & preliminary proposed utility plan			
21	Preliminary outdoor lighting plan			
22	Preliminary sign plan			
23	Preliminary plan for managing surface water drainage			
24	Prelim. erosion & sediment control plan during & after construction			
25	Prelim. plan of the ROW & traveled surface of fronting streets			
26	Preliminary snow storage plan			
27	Preliminary plan for solid waste disposal facility			
28	Prelim. plan for outdoor storage/display of materials/merchandise			
29	Executive Summary to include:			
a	Hours & days of operation			
b	Estimate of normal business traffic			
c	Description of proposed use(s)			
d	Number of employees			
e	Any unusual demand for utility service			

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 As Amended December 1, 2015

	f	Additional information to clarify proposal			
30		Special impact studies required by PB			

NOTE #1: The numbering of this checklist corresponds with the numbering in the Site Plan Review Regulations for a Preliminary Site Plan Review Application.

NOTE #2: The SPR Regulations must be consulted for the details of the items contained in this checklist.

APPENDIX G - MULTI-FAMILY RESIDENTIAL & NON-RESIDENTIAL USES
 FINAL SITE PLAN REVIEW CHECKLIST of APPLICATION REQUIREMENTS

#	Application Requirement	Submitted	Not Applicable	Waived by PB
2.a	Application Form			
2.b	Letter of Authorization			
2.c	Abutters List			
2.d	Application Fee			
2.e	Waiver Requests in Writing			
2.f	Site Plan Maps - # as directed by Town Planner			
1	Boundary survey & lot area			
2	Site location map			
3	Name(s) of owner(s) of record			
4	Abutting landowners within 200 feet of the property line			
5	North point, graphic scale, date of preparation & revisions			
6	Zone District(s) lines of demarcation			
7	Name, address & seal of person or firm preparing plans			
8	Shape, size & location of existing & proposed structures			
9	Existing structures – photos from all sides			
10	Proposed structures - conceptual floor plans & elevations			
11	Topography at 2' intervals & steep slope areas existing & proposed grades & drainage systems			
12	Groundwater & surface water resources			
13	Rock outcroppings & depth to ledge			
14	Final plan for streets, driveways, parking spaces, & sidewalks			
15	Final wastewater treatment plans			
16	Final landscaping plan			
17	Final plans for domestic water supply			
18	Final fire protection plan			
19	Existing & final proposed utility plan			
20	Final outdoor lighting plan			
21	Final sign plan			
22	Final plan for managing surface water drainage			
23	Final erosion & sediment control plan during & after construction			
24	Final plan of the ROW & traveled surface of all fronting streets			
25	Final snow storage plan			
26	Final plan for solid waste disposal facility			
27	Final plan for outdoor storage/display of materials/merchandise			
28	Executive summary			
	a Hours & days of operation			
	b Estimate of normal business traffic			
	c Description of proposed use(s)			
	d Number of employees			
	e Any unusual demand for utility service			
	f Additional information to clarify proposal			
30	Special impact studies required by PB			

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NOTE #1: The numbering of this checklist corresponds with the numbering in the Site Plan Review Regulations for a Final Site Plan Review Application.

NOTE #2: The Site Plan Review Regulations need to be consulted for the details of the items contained in this checklist.

APPENDIX H
SUGGESTED FORM OF ACCEPTABLE IRREVOCABLE LETTER OF CREDIT

Board of Selectmen
Town of New London
New London Town Offices
375 Main Street
New London, N.H. 03257

Dear Town Officials:

RE: _____ Site Plan

By this document, the _____ Bank (hereinafter "issuer") hereby issues an irrevocable letter of credit in the amount of \$ _____ to the Town of New London on behalf of _____ (hereinafter "developer"). This irrevocable letter of credit is issued to guaranty completion of all improvements required by the New London Planning Board and the Town of New London Site Plan Review Regulations in conjunction with a site plan entitled " _____ ", dated _____, prepared by _____, and approved by the New London Planning Board on _____.

It is understood that the improvements guaranteed by this irrevocable letter of credit include but are not limited to the following:

- 1.
- 2.
- 3.

It is agreed and understood by the issuer of this letter of credit that it shall be issued for a period of _____ months. If all improvements guaranteed by this letter of credit are not completed by _____ (date) and if an Certificate of Occupancy Permit indicating completion of all improvements has not been issued by the Town of New London Board of Selectmen, then this letter of credit shall be automatically considered to have been called and without further action by the Town of New London or its Board of Selectmen, the _____ Bank shall forward a check in the amount of \$ _____ to the Treasurer of the Town of New London. The funds so forwarded to the Town Treasurer shall be used exclusively for the purpose of completing the improvements which are guaranteed by this letter of credit. Any funds not needed by the Town to complete improvements required by the site plan referred to above shall be returned to the _____ Bank.

(Signature of Bank Official)

Date: _____

I have read this letter of credit and agree to its terms.

(Signature of Developer)