



# Town of Goffstown

TOWN OFFICES  
16 MAIN STREET • GOFFSTOWN, NH 03045

Revised 12/17/09

## APPLICATION FOR DEVELOPMENT REVIEW

1. Application is submitted for:
- |  |   |  |
|--|---|--|
|  | <u>Check as Appropriate</u>                     | <u>Check as Appropriate</u>                |
|  | <input type="checkbox"/> Subdivision Review     | <input type="checkbox"/> Conceptual Review |
|  | <input type="checkbox"/> Site Plan Review       | <input type="checkbox"/> Plan Amendment    |
|  | <input type="checkbox"/> Conditional Use Permit | <input type="checkbox"/> Time Extension    |
2. Is applicant a corporation, partnership or trust? Yes: \_\_\_\_\_ No: \_\_\_\_\_  
(If yes, please fill out the Certificate of Authorization)
3. Location: Tax Map No.: \_\_\_\_\_ Lot No.: \_\_\_\_\_ Zoning District: \_\_\_\_\_  
Address: \_\_\_\_\_
4. Owner's Name: \_\_\_\_\_  
Address: \_\_\_\_\_ Town: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_
5. Developer Name (If different from above): \_\_\_\_\_  
Address: \_\_\_\_\_ Town: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_
6. Surveyor/Engineer/Agent's Name: \_\_\_\_\_  
Address: \_\_\_\_\_ Town: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_
7. Name of Development: \_\_\_\_\_
8. Present use of the property: \_\_\_\_\_
9. Proposed use of the property: \_\_\_\_\_
10. Has a variance or special exception been granted at this site? Yes: \_\_\_\_\_ No: \_\_\_\_\_  
(If yes, please attach decision.)
11. Is property within 100 feet of a Prime Wetland? Yes: \_\_\_\_\_ No: \_\_\_\_\_  
(If yes, please attach letter to NH Department of Environmental Services seeking its comment.)
12. Is property within a Special Flood Hazard Area? Yes: \_\_\_\_\_ No: \_\_\_\_\_
13. If Subdivision:
- Number of Lots proposed: \_\_\_\_\_
  - Length of roads: \_\_\_\_\_ feet

PLANNING AND ECONOMIC DEVELOPMENT

(603) 497-8991  
FAX (603) 497-8993



# Town of Goffstown

TOWN OFFICES  
16 MAIN STREET • GOFFSTOWN, NH 03045

14. If site plan:
- a) Does this application require a Conditional Use Permit: Yes: \_\_\_\_\_ No: \_\_\_\_\_
  - b) Number of employees: Currently: \_\_\_\_\_ Proposed: \_\_\_\_\_
  - c) Gross square feet: Currently \_\_\_\_\_ Proposed: \_\_\_\_\_
  - d) Telecommunications facility: Height of new tower: \_\_\_\_\_ feet  
Height of co-located antennas: \_\_\_\_\_ feet
15. Will this proposal require a condominium ownership: Yes: \_\_\_\_\_ No: \_\_\_\_\_
16. I have attached the names and mailing addresses of all abutters to this site.
17. I have reviewed the Goffstown Master Plan. Yes: \_\_\_\_\_ No: \_\_\_\_\_
18. I am requesting that, following the Board's acceptance of my proposal, its further consideration be continued to a date uncertain, with my required re-noticing, and to waive the Board's mandated 65-day decision clock in accordance with RSA 676:4(c)(1). Yes: \_\_\_\_\_ No: \_\_\_\_\_
19. I have submitted for an Amendment and have included all relevant information, or I have submitted for Final Approval and have included an application, thirteen (13) 22"x32" sets of plans and one (1) 11" X 17" set of plans, the Application Checklist and Waiver Request, and, if appropriate, the Certificate of Authorization, and have paid all application fees.

The owners, by filing of this application, hereby certify that they have developed this proposal in accordance with the Goffstown Zoning Ordinance and the Goffstown Planning Board's Development Regulations.

The owners, by filing of this application, also hereby give permission to the Goffstown Planning Board, Planning and Economic Development Coordinator, Town Engineer, Conservation Commission, and such agents or employees of the Town as the Planning Board may authorize to enter upon the property, which is the subject of this application, at all reasonable times for the purpose of conducting examinations, surveys, tests, inspections as maybe appropriate; to enable release of any claim or right we may now or hereafter possess against any of the above individuals as a result of any examinations, survey tests, or inspections, conducted on my/our property in connection with this application.

Agent(s) Name (Print): \_\_\_\_\_

Signature: \_\_\_\_\_

Owner's Name (Print): \_\_\_\_\_  
(Include all owners)

Signature: \_\_\_\_\_

PLANNING AND ECONOMIC DEVELOPMENT

(603) 497-8991  
FAX (603) 497-8993



# Town of Goffstown

TOWN OFFICES  
16 MAIN STREET • GOFFSTOWN, NH 03045

Date: \_\_\_\_\_

## Application Checklist

### General Information

- The applicant shall complete this checklist as part of every subdivision and site plan application. The applicant shall either (1) submit the checklist item with the application, (2) note that the item is not-applicable, or (2) request its waiver. The completed checklist, when signed by the applicant, will also serve as the waiver request.**
- Other Items.** In addition to the items below, the Board may require additional reports or studies deemed necessary to make an informed decision, including but not limited to: traffic, school, fiscal, environmental impact analysis and wildlife. The Board reserves the right to request such information after an application has been accepted as complete.

### Conceptual Proposals Only

	<u>Item Submitted</u>	<u>Item is N/A</u>	<u>Waiver Requested</u>
1. Seven copies of conceptual information to be discussed.	_____	_____	_____

### Final Subdivision and Site Plan

1. Notice of Decision for any required variance or special exception	_____	_____	_____
2. The proposed plan	_____	_____	_____
3. Wetland and Surface Water Conservation (WSWC) district delineations	_____	_____	_____
4. Topography based on the Town's GPC control points	_____	_____	_____
5. Drainage study in support of proposed drainage solution	_____	_____	_____
6. Sediment and erosion control solution for proposed construction	_____	_____	_____
7. Traffic study, in accordance with Development Regulation thresholds	_____	_____	_____
8. Yield plan if proposal is an open space subdivision	_____	_____	_____
9. Architectural renderings if proposal is a site plan	_____	_____	_____

Plan content, reviewed following an application's acceptance, includes required compliance with all of the development standards that are included in the Planning Board's Development Regulations. Please identify any of these development standards for which a waiver will be sought:

	<u>Development standard item name or number</u>	
1. Development Regulation Section 3.C or Section 4.C.	_____	_____
2. Section 6:	_____	_____
3. Appendix A, Roadway Standards.	_____	_____
4. Appendix B, Cistern Standards.	_____	_____
5. Appendix C, Storm Water Management.	_____	_____
6. Appendix D, Erosion Control Standards.	_____	_____
7. Appendix E, Open Space Development Standards.	_____	_____
8. Appendix F, Landscaping and Screening Standards.	_____	_____
9. Appendix G, Design Review Standards.	_____	_____

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date



# Town of Goffstown

TOWN OFFICES  
16 MAIN STREET • GOFFSTOWN, NH 03045

Applicant's Signature

Date

## Application for Waiver of Checklist Requirement (Do not seek waiver for N/A items.)

Tax Map No.: \_\_\_\_\_ Lot No.: \_\_\_\_\_

Address: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

Surveyor/Engineer/Agent's Name: \_\_\_\_\_

Pursuant to Sections 3 and 4 of the Development Regulations of the Board, and the attached Checklist, the following requirements are imposed: (Attach sheets if necessary.)

- (1) \_\_\_\_\_
- (2) \_\_\_\_\_
- (3) \_\_\_\_\_

It is respectfully requested that the Board grant a waiver from this requirement for the following reasons:

- (1) \_\_\_\_\_
- (2) \_\_\_\_\_
- (3) \_\_\_\_\_
- (4) \_\_\_\_\_
- (5) \_\_\_\_\_
- (6) \_\_\_\_\_

Respectfully submitted,

\_\_\_\_\_

Dated: \_\_\_\_\_



# Town of Goffstown

TOWN OFFICES  
16 MAIN STREET • GOFFSTOWN, NH 03045

Effective Date 1/1/09

## Fee Schedule

## Fee Owed

### Planning

Conceptual Site Plan or Subdivision	\$50	_____
Site Plan Waiver Request / Determination of Exemption or Non-Material Change	\$25	_____
Voluntary Lot Merger	\$25	_____
Site Plan <sup>(1)</sup> Final Review	\$200	_____
Plus \$60/1000 SF, up to 100,000		_____
Plus \$30/1000 SF, over 100,000		_____
Plus \$50/foot of height for new tower		_____
Plus \$35/foot of height for co-location		_____
Plus, if Condominium	\$100	_____
Subdivision <sup>(2)</sup> Final Review	\$200	_____
Plus per lot	\$60	_____
Other Fees for Site Plans or Subdivisions		
Notice and abutter fees	<sup>(3)</sup>	_____
Recording fees	<sup>(4)</sup>	_____
Special study	<sup>(5)</sup>	_____
Time Extension or Other Amendment <sup>(6)</sup>	\$50	_____

### Engineering Review

Lot-Line Adjustment	\$150	_____
2-Lot Subdivision or Site Plan of less than 2,500 SF	\$300	_____
For a larger Subdivision or Site Plan <sup>(7)</sup> , an escrow in an amount of \$_____ has been collected for the Finance Department.		

**TOTAL OWED**

**\$ \_\_\_\_\_**

**TOTAL COLLECTED**

**\$ \_\_\_\_\_**

**BY \_\_\_\_\_**

### NOTES

- <sup>(1)</sup> Condominiums are site plans/subdivisions, whose fees are calculated like site plans.
- <sup>(2)</sup> Subdivision includes lot line adjustments.
- <sup>(3)</sup> Abutter = \$8/abutter, or other required notice.
- <sup>(4)</sup> Recording Fee = \$20 for 1<sup>st</sup> - 8 1/2" x 14" page.  
\$5 for each additional 8 1/2" x 14" page  
\$35 for each 22" x 34" plan.
- <sup>(5)</sup> Pass through actual cost.



# Town of Goffstown

TOWN OFFICES  
16 MAIN STREET • GOFFSTOWN, NH 03045

- <sup>(6)</sup> Amendment to recent plan, less than 3 years old.
- <sup>(7)</sup> Initial minimum escrow of \$1,000 for engineering review. Review charge to be at \$50/hour

## Certificate of Authorization for Corporations, Partnerships or Trusts

Application of \_\_\_\_\_ (Owner)  
 Street Address: \_\_\_\_\_ (Map \_\_\_\_\_, Lot \_\_\_\_\_)

The undersigned, being all the directors/general partners/trustees of \_\_\_\_\_ (the "Corporation/Partnership/Trust"), hereby certify that, at a duly called meeting of the board of directors of the Corporation, or otherwise if a Partnership or Trust, authorize the following individual to represent the Corporation/Partnership/Trust in all respects before the Goffstown Planning Board with respect to the above described matter, including but not limited to, signing applications and binding the Corporation/Partnership/Trust to any agreement, condition or any other matter with respect to the above, and certify that we have all necessary powers to grant that authority:

\_\_\_\_\_  
 Signed under penalties of perjury this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_.

\_\_\_\_\_  
 Director/General Partner/Trustee

\_\_\_\_\_  
 Director/General Partner/Trustee

**STATE OF NEW HAMPSHIRE**  
 \_\_\_\_\_, SS.

Personally appeared before me this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_, the above named \_\_\_\_\_ and made oath that the foregoing statements are true to the best of his/her knowledge and belief.

\_\_\_\_\_  
 Notary Public / Justice of the Peace

**STATE OF NEW HAMPSHIRE**  
 \_\_\_\_\_, SS.

Personally appeared before me this \_\_\_\_\_ day of \_\_\_\_\_, 200\_\_, the above named \_\_\_\_\_ and made oath that the foregoing statements are true to the best of his/her knowledge and belief.

PLANNING AND ECONOMIC DEVELOPMENT

(603) 497-8991  
 FAX (603) 497-8993



# *Town of Goffstown*

---

TOWN OFFICES  
16 MAIN STREET • GOFFSTOWN, NH 03045

Notary Public / Justice of the Peace