

# Madbury Planning Board Application Acceptance Checklist

1. Applicant: \_\_\_\_\_

2. Property: \_\_\_\_\_

3. Application dates, fees, public hearing preparation (Subdivision regs. Art. III)

Preliminary Review (opt): \_\_\_\_\_ Application received: \_\_\_\_\_

Abutter notices mailed: \_\_\_\_\_ Public notices posted: \_\_\_\_\_

Newspaper notices: \_\_\_\_\_ Application reviewed: \_\_\_\_\_

Application Fee Required: \$ \_\_\_\_\_ Received: \$ \_\_\_\_\_

4. Application Requirements (Subdivision regs. Art. IV)

A.  3 Copies of plan provided (100ft/in), 10 copies of plan 11x17"

B. Plan details required:

Requirement	Check	Requirement	Check
Subdivision name	✓	Owner w/address	✓
Subdivider	✓	Designer	✓
Drawing revision date	/	North Arrow	✓
Scale	/	Licensed surveyor stamp	✓
Names of abutters	✓	Abutting subdivision names	NA
Abutting streets, easements, building lines, alleys, parks, public open spaces, etc.			✓
Existing and proposed street lines NA	✓	Existing and proposed lot lines	✓
Existing and proposed boundary lines	✓	Existing easements	✓
Existing buildings	/	Existing water courses	NA
Existing ponds or standing water	NA	Existing ledges	NA
Existing and proposed streets: name, widthgrades, profiles	NA	Elevation detail to show general topography	✓
Proposed easements	✓	Proposed public use parcels	NA
Bridge/culvert designs	X	Future streets	NA
Proposed leach field reserve with 2 test pits per reserve	✓	Lot area requirements compliance documented on plan	✓
Frontage length shown	✓	Setbacks shown on plan	✓
All test pits shown on plan	✓	Fill/dredge/excavation shown on plan	pending
Driveway(s) shown on plan	✓	Percolation test results provided	no witness letter
High intensity soil survey	✓	Boundary monuments shown on plan	✓

5. Percolation test pits (Subdivision regs. Art. IV, Section 10)

- A.  2 pits per system reserve
- B.  Pits 50' apart
- C.  2 feet to seasonal high water
- D.  Witness letter received

6.  Impact statement (for 10 or more dwellings)

7. On site review (opt.) date: \_\_\_\_\_

8. State approvals: Septic system \_\_\_\_\_

Water Supply \_\_\_\_\_

Driveway \_\_\_\_\_