

Items Required for Subdivision

These materials are required:

- Current lot owners' names and addresses
- Applicant, option holder or other interested parties names and addresses
- Copy of deeds of affected lots
- List of abutters and mailing addresses
- Two (2) copies of the plan at a scale conforming to the requirements of Subdivision Regulations and acceptable to the Strafford County Registry of Deeds with:
 - Title Block including the date the plan was prepared and the date of the last revision
 - Surveyor's or engineer's name, address, stamp, signature, and error of closure certification
 - Date
 - North arrow
 - Location (Locus) map
 - Tax map and lot numbers
 - Old and new lot lines and revised lot areas
 - Location of existing buildings
 - Boundaries of wetlands and water bodies
 - Location of existing sewage disposal system, water system, and other utilities
 - Setbacks as required by ordinances
 - Monumentation as set or to be set
 - Approval block for Planning Board endorsement
- Ten (10) copies of the plan on 11"x17" paper

Upon approval, a mylar copy of the plan and three full scale paper copies must be submitted to the Planning Board for recording the approved plan.

A \$25 recording "L-CHIP" surcharge is imposed by the State. A separate check for \$25 made payable to "Strafford County Registry of Deeds" must accompany all plans to be recorded.

These materials may be required by the Planning Board:

- Copy of Driveway permit (state or Town)
- Test pit logs and locations of test pits
- Topographical map (2 ft. intervals) existing and proposed
- High Intensity Soils Survey
- Other essential features mapped or documented