

TROY PLANNING BOARD
P.O. Box 891
TROY, NEW HAMPSHIRE 03465

APPLICATION FOR SUBDIVISION OF LAND

FILE NO. _____

This application is for:

- Technical Subdivision
 - Lot Line Adjustment
 - Minor Subdivision
 - Major Subdivision
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This form and all required information must be filed at least 15 days prior to the meeting at which it is to be submitted to the Board. The application must be submitted to the Planning Board at a regularly-scheduled meeting. A completed application consists of the following information, in addition to a completed checklist (attached) and the payment of all applicable fees.

1. Name, mailing address and telephone number of applicant.

2. Name, mailing address and telephone number of owner of record if other than applicant.

3. Location of proposed subdivision _____
4. Tax Map _____ Lot Number _____
5. Name of proposed subdivision _____
6. Number of lots and/or units for which approval is sought ____ Lots _____ Units
7. Department of Environmental Services Approval No. _____
8. Zoning District(s) _____
9. Name, mailing address and telephone number of surveyor

10. Abutters: Attach a separate sheet listing the names, mailing addresses and tax map & lot numbers of all abutters, including those across a street, brook or stream; the person(s) who prepared the plan; and any holders of conservation, preservation, or agricultural preservation easements. Names should be taken from the Town tax records no longer than five (5) days prior to the application submission.

- 11. Items on the attached checklist.
- 12. Payment of all applicable subdivision fees.

Filing Fees:

Application Filing Fee	\$100.00
\$25.00 per lot	\$_____
Advertising Fee	\$100.00
Abutter notification/\$10.00 per abutter*	\$_____
* or current postal rate	
TOTAL	\$_____

NOTE: The Planning Board reserves the right to engage the services of a planning consultant, at the expense of the applicant, to review subdivision applications.

Registry Fees:

Registry Filing Fee	\$26.00
LCHIP Filing Fee	\$25.00
TOTAL	\$_____

The applicant and/or owner or agent, certifies that this application is correctly completed with all required attachments and requirements and that any additional costs for engineering or professional services incurred by the Planning Board or the Town for processing this application shall be borne by the applicant and/or owner.

"I hereby authorize the Troy Planning Board and its agents to access my land for the purpose of reviewing this subdivision plan, performing road inspections and any other inspections deemed necessary by the Board or its agents, to ensure conformance of on-site improvements with the approved plan and all Town ordinances and regulations."

Date _____

Owner or Agent _____

If this application is determined by the Planning Board to be complete, it will be placed on the agenda on _____ for submission.
(Date)

FOR PLANNING BOARD USE ONLY

Completed Application Submitted to Planning Board _____
(Date)

Application Accepted/Rejected _____
(Date)

Public Hearing _____
(Date)

Application Approved/Disapproved _____
(Date)

Letter Sent Notifying Applicant of Decision _____
(Date)

TOWN OF TROY SUBDIVISION CHECKLIST

Please select the type of Subdivision you are applying for:

Major Subdivision

Minor Subdivision

Lot Line Adjustment/Technical Subdivision

Complete each checklist item required for the type of Subdivision you have selected above. If you are requesting a waiver you must submit a written request along with the application and checklist.

✓ = required item					
Major	Minor	Lot Line/TS	Submission Items	Submitted	Request Waiver
✓	✓	✓	1. Name of Subdivision; name and address of subdivider. (Sec. V, B.1)		
✓	✓	✓	2. North arrow, scale, date of the plan. (Sec. V, B.2)		
✓	✓	✓	3. Name, license number and seal of the surveyor; signature block for Planning Board endorsement. (Sec. V, B.3)		
✓	✓	✓	4. Condition of survey stating tolerances that are met for the survey of the tract, parcel or lot following the New Hampshire Land Surveyors Association guidelines. (Sec. V, B.4)		
✓	✓	✓	5. Names of abutting subdivisions, streets, easements, building lines, and other facts regarding abutting properties. (Sec. V, B.5)		
✓	✓	✓	6. Locus Plan showing zoning designations (Sec. V, B.6)		
✓	✓	✓	7. Boundary survey including bearings, distances, and location of permanent markers. The survey shall be conducted according to the standards outlined by the NH Land Surveyors Association. (Sec. V, B.7)		
✓	✓	✓	8. Location of property lines, lot areas in square feet and acres, setback lines, and lots numbered according to the Troy tax map system. (Sec. V, B.8)		
✓	✓	✓	9. Existing and proposed easements, rights-of-way, driveways, buildings, and other structures. (Sec. V, B.9/B.10)		
✓	✓		10. Water courses, ponds, standing water, rock ledges, stone walls and other natural features; existing and proposed foliage lines; and other open space to be preserved. (Sec. V, B.11/B.12)		
✓	✓		11. Location and profiles of existing and proposed water mains, sewers, culverts, drains and connections. (Sec. V, B.13)		
✓	✓		12. Location of perc tests and test results and of the 4,000 square foot septic area. (Sec. V, B.14)		

Major	Minor	Lot Line	Submission Items (cont.)	Submitted	Request Waiver
✓	✓		13. Location of 75 foot well radius on property. (Sec. V, B.15)		
✓	✓		14. Location of existing and proposed driveways. (Sec. V, B.16)		
✓	✓		15. Base flood elevations. (Sec. V, B.21)		
✓	✓		16. Plans for drainage and/or soil erosion and sedimentation control. (Sec. V, C.1)		
✓	✓		17. Copy of state subdivision approval or certification from a septic designer. (Sec. V, C.2)		
✓	✓		18. Copy of driveway permit. (Sec. V, C.3)		
✓	✓		19. Copy of any other state or federal permits. (Sec. V, C.4)		
✓	✓		20. Copy of any deed restrictions. (Sec. V, C.5)		
✓	✓		21. Copy of deeds covering land to be used for public easements and rights-of-way. (Sec. V, C.5)		
✓			22. Existing and proposed streets with names, classifications, widths of travel surface and right-of-way. (Sec. V, B.17)		
✓			23. Final road profiles, center line stationing, and cross sections. (Sec. V, B.18)		
✓			24. Existing and proposed topographic contours based upon the USGS topographical data with spot elevations where necessary. (Sec. V, B.19)		
✓			25. Soil data, designating wetlands and floodplains. (Sec. V, B.20)		
✓			26. Slopes over 35% gradient. (Sec. V, B. 22)		
✓			27. Drinking water supply areas. (Sec. V, B. 23)		
✓			28. Existing or planned recreational trails on or adjacent to parcel. (Sec. V, B. 24)		
✓			29. Archeological features. (Sec. V, B. 25)		
✓					
Additional reports may be requested by the planning board including but not limited to the following:					
Stormwater Management Report					
Impact Studies					
Construction Sequencing Reports					