

**TOWN OF WILMOT, NH  
SUBDIVISION APPLICATION**

**DIRECTIONS**

Read the Wilmot Subdivision Regulations for a full understanding of subdivision application requirements and process. A copy is available in the Town Office. If you have questions, please contact a Planning Board officer *Zoning Administrator* by calling the Town Office.

Complete the Application Section below.

Submit ALL the items on the Subdivision Checklist to the Planning Board. Ask at the Town Office for current fee requirements. If your application information is deemed incomplete at the time of the hearing you will be required to re-submit your application, along with all fees and requirements.

*All waiver requests must be submitted in writing.*

NOTE: All applications must be received 21 days prior to the next scheduled Planning Board meeting.

**APPLICATION SECTION**

Tax Map and Lot Number(s) \_\_\_\_\_ Zoning District(s) \_\_\_\_\_

Purpose of Application (check one):

Subdivision \_\_\_\_\_ Re-Subdivision \_\_\_\_\_ Special Use (Cluster) \_\_\_\_\_

Lot Line Adjustment \_\_\_\_\_ Technical Subdivision \_\_\_\_\_ Other \_\_\_\_\_

Location of Property (Street Address) \_\_\_\_\_

Name of Property Owner(s) \_\_\_\_\_

Mailing Address of Property Owner(s) \_\_\_\_\_

Phone Number of Property Owner(s) \_\_\_\_\_

Applicant/Agent(If Different From Owner) \_\_\_\_\_

Mailing Address of Applicant/Agent \_\_\_\_\_

Phone Number of Applicant/Agent \_\_\_\_\_

I, the applicant or owner's duly authorized agent, do hereby submit this plan for review as required by the Subdivision Regulations of the Town of Wilmot, New Hampshire. I agree to be fully responsible for payment of all fees, costs, and expenses incurred with respect to this application. I understand that if I am not the owner of the property named above, this application must be signed by the owner(s) of the property showing recognition and approval of the subdivision application and approval for the application/duly authorized agent to represent the owner(s) in this subdivision application. I further grant the Planning Board staff, and town staff, and authorized agents the right to enter the premises at reasonable time for the purpose of gathering additional information during the review process and inspections of the project during this construction phase. I swear that all the information provided is complete and accurate to the best of my knowledge.

Signature of Applicant/Agent \_\_\_\_\_ Date \_\_\_\_\_

Signature of Owner \_\_\_\_\_ Date \_\_\_\_\_

**FOR PLANNING BOARD USE ONLY**

Application Form Rec'd _____	Incomplete Application Letter Sent _____
Notification List Rec'd _____	Subdivision Approved _____
Application Fee Rec'd _____	Approval Letter Sent _____
Notification Fee Rec'd _____	Approved with Contingencies _____
All Requirements Rec'd _____	Contingencies Letter Sent _____
Notification List Checked _____	Contingencies Met _____
Notifications Mailed _____	Plat Filed with State _____
Return Receipts Rec'd _____	Subdivision Disapproved _____
Non-responding Abutters Listed _____	Disapproval Letter Sent _____
Notices Posted(Date) _____	Monthly Reports Rec'd _____
Newspaper Notice Placed(Date) _____	PB Paperwork Filed _____
First Hearing Date _____	
Continued Hearing Dates _____	
Application Determined Complete _____	

10/3/11

**SUBDIVISION APPLICATION REQUIREMENTS CHECKLIST - PAGE 1**

ID#	ITEM	Submitted	Accepted	Waived
A	Complete Application Section and pages 2 and 3 of application			
B	Notification List			
C	Owner Authorization for Agent Representation			
D.1	Application Fee			
D.2	Notification Fee			
E	Deed(s) to the Property(ies)			
F	General Description of Proposal			
G	The Plat - 1 mylar and 9 paper copies			
	Correct Format (See detail, next page)			
	Complete Information (See detail, next page)			
H	Road Information for Existing and Proposed Roads			
H.1	Existing and proposed roads with names, classifications, travel surface widths, ROW widths			
H.2	Final road profiles, center line stationing and cross sections			
I.1	Fire Chief Recommendation (Form PB-007)			
I.2	Police Chief Recommendation (Form PB-007)			
I.3	Road Agent Recommendation (Form PB-007)			
J	Additional Information that <b>MAY</b> be Required by the Board:			
J.1	Plan for Stormwater Management and Erosion Control			
J.2	State Subdivision Approval for Septic System			
J.3	Alteration of Terrain Permit - NH DES			
J.4	State or Town Driveway Permit(s)			
J.5	Recommendations from other Town Boards (Form PB-007)			
J.6	Community/Commercial Water/Sewer Connection Approval(s)			
J.7	Deed Restrictions			
J.8	Offers of Cession of Land to Town			
J.9	Other State/Federal Permit(s)			
J.10	Traffic Impact Study			
J.10	School Impact Study			
J.10	Fiscal Impact Study			
J.10	Environmental Impact Study			
J.10	Other Study _____			

Note: ID# corresponds to the pertinent requirement listed in Section VI of the Subdivision Regulations

