

KINGSTON PLANNING BOARD
SUBDIVISION SUBMISSION REQUIREMENTS

For the application to be accepted, this document is required to be completed and submitted with the application. Place a checkmark next to the requirement to indicate confirmation that it has been completed and indicate the plan page number upon which the requirement can be located.)

1. _____ Date of Mandatory Preliminary Review or waiver request submitted to and approved by the Planning Board.
Plan Page #: _____
2. _____ Sheet size: 22" x 34" maximum
Plan Page #: _____
3. _____ The scale for all plans must be not more than 100 feet to the inch. Match lines and joining sheets may be used if necessary for larger plans; all plan sheets must be at the same scale.
Plan Page #: _____
4. _____ Date, title, scale, north arrow, locus map
Plan Page #: _____
5. _____ Name and address of developer, designer/engineer, owner of record and abutters; property address and tax map reference number; owners' name must also appear in the Title Block. Name, license number and seal of the NH licensed land surveyor and all other professionals involved with the preparation of the plan. Name and address of subdivider and proposed subdivision name.
Plan Page #: _____
6. _____ Topographical plan showing Existing and proposed t contour lines at two (2) foot vertical intervals, with spot elevations where grade is less than five per cent (5%); permanent on-site benchmark with elevation from USGS datum. Topographical map indicating buildings, water courses, ponds streams or standing water, exposed rock ledges, and other significant natural and manmade features.
Plan Page #: _____
7. _____ Location of existing and proposed easements; Highway easements granted to the Town of Kingston and to the State of New Hampshire for future road improvements.
Plan Page #: _____
8. _____ Location, names and widths of existing and proposed public and private streets within two hundred feet (200') of parcel.
Plan Page #: _____
9. _____ Endorsement block for final Planning Board approval is required for each plan.
Plan Page #: _____
10. _____ List of all required Federal, State and other approvals (with approval number and date) shall be noted on the plan.
Plan Page #: _____

i

11. _____ All relevant Zoning designation(s) shall be noted on the plan; any variances granted by the ZBA to the Zoning Ordinances shall be noted on the plan.

Plan Page #: _____

a. _____ **Special Flood Hazard** areas as shown on the current FEMA Flood Insurance Rate Map:

____ 1. The Planning Board shall review the proposed development to assure that all necessary permits have been received from those governmental agencies from which approval is required by Federal or State law, including Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334.

Plan Page #: _____

____ 2. The Planning Board shall require that all proposals for development greater than 50 lots or 5 acres, whichever is the lesser, include Base Flood Elevation (BFE) data within such proposals (i.e. floodplain boundary and 100-year flood elevation).

Plan Page #: _____

____ 3. The Planning Board shall require the applicant to submit sufficient evidence (construction drawings, grading and land treatment plans) so as to allow a determination that:

- a. all such proposals are consistent with the need to minimize flood damage;
- b. all public utilities and facilities, such as sewer, gas, electrical, and water systems are located and constructed to minimize or eliminate flood damage; and,
- c. adequate drainage is provided so as to reduce exposure to flood hazards.

Plan Page #: _____

b. _____ **Wetlands Conservation District**

____ 1. If the proposed buffer is less than 100 feet, the functional value of the wetland, as determined by a certified wetland scientist, shall be submitted at the time of application.

Plan Page #: _____

____ 2. Wetland boundaries shall be verified by an on-site wetland delineation by a certified wetland scientist.

Plan Page #: _____

____ 3. The certifying wetland scientist's stamp and signature shall appear on the appropriate pages of the plan.

Plan Page #: _____

____ 4. Conditional Use permit

Plan Page #: _____

c. _____ **Aquifer Protection District**

____ 1. Minimum lot size per Article 201

Plan Page #: _____

___ 2. Hydrogeologic study is required at the time of the application for subdivisions of ten (10) lots or greater and/or for any septic system or series of septic systems designed for 2400 (twenty-four hundred) gallons per day or greater contained in one lot. The need for a hydrogeologic study for subdivisions of ten (10) lots or less shall be determined by the Planning Board on a case-by-case basis.

Plan Page #: _____

___ 3. Maximum lot coverage

Plan Page #: _____

___ 4. Conditional Use Request

Plan Page #: _____

___ 5. Special Exception Granted

Plan Page #: _____

d. ___ Shoreland Protection District

___ 1. Maximum Lot Coverage no more than 20%

Plan Page #: _____

___ 2. Building setbacks (150 ft. shoreline; 100 ft. shoreline of perennial brooks/streams)

Plan Page #: _____

___ 3. Vegetative buffer (75 ft.)

Plan Page #: _____

___ 4. Conditional Use

Plan Page #: _____

___ 5. Special Exception

Plan Page #: _____

12. ___ Plans shall detail Flood Hazard Areas and Shoreland Protection Boundaries. For all subdivisions of fifty (50) lots or five (5) acres, the applicant must submit Base Flood Elevation Data to insure compliance with the Kingston Flood Plain Development Ordinance.

Plan Page #: _____

13. ___ Location and exact dimensions of property lines; locations of monuments; area, in acres and square feet, of the entire parcel.

Plan Page #: _____

14. ___ Bearings, including points of curvature and tangency to the nearest minute.

Plan Page #: _____

15. ___ The error of closure shall not be less than one in five thousand.

Plan Page #: _____

16. ___ Existing and proposed impervious area, square feet and percentage.

Plan Page #: _____

17. ___ Required setbacks shown (building, septic, wetland, property line)

Plan Page #: _____

18. ___ Required buffer and screening areas shown.

Plan Page #: _____

19. _____ Site specific soil map that includes the location of all jurisdictional wetlands and vernal pools, as delineated by a Certified Soil Scientist.
Plan Page #: _____
20. _____ Type, extent and location of existing and proposed landscaping and open space areas indicating what existing landscaping and open space areas will be retained.
Plan Page #: _____
21. _____ Location of all parcels of land proposed to be dedicated to public use and the condition of such dedication, and a copy of such private deed restrictions as are intended to cover all or part of the tract; location of dedicated recreation areas.
Plan Page #: _____
22. _____ Existing and proposed fencing features and details.
Plan Page #: _____
23. _____ Existing and proposed locations and layout of catch basins and other stormwater drainage features.
Plan Page #: _____
24. _____ Size and proposed location of water supply and sewage facilities and provision for future expansion of sewage and water facilities; and all distances from existing water and sewage facilities on the site and on abutting properties to a distance of one hundred feet (100'). Location of **two suitable test pits** per proposed lot, and their accompanying test results, must be provided within a four thousand (4,000) sq. foot receiving area suitable for installation of a septic system.
Plan Page #: _____
25. _____ Existing and proposed locations and layout of all roadway and parking facilities, including dimensions, when applicable.
Plan Page #: _____
26. _____ Location, type, size and design of proposed signs; lighting features and details for all outdoor facilities and location of all utilities, features and details (above, at or below grade).
Plan Page #: _____
27. _____ The location, width, curbing and type of access ways, egress ways and driveways plus streets within and around the proposed site; lines of all existing adjoining streets.
Plan Page #: _____
28. _____ Note stating: "All roadways, access ways, parking and sidewalk facilities shall be constructed per Town regulations."
Plan Page #: _____
29. _____ Note stating: "Plan will comply with Kingston's Fire Protection Regulations"; existing and proposed location of the closest fire protection water sources, both on-site and off-site that service the parcel will be noted on the plan.
Plan Page #: _____
30. _____ Proposed type of use for the parcel.
Plan Page #: _____
31. _____ Abutter's buildings, wastewater facilities, driveways and well within one hundred feet (100') of the parcel; if there is nothing within one hundred feet (100') a

note with that statement must appear on the plan.

Plan Page #: _____

32. _____ Parking requirements shall follow Site Plan Review requirements.

Plan Page #: _____

33. _____ On-site circulation information for vehicles and pedestrians, including arrows, signs or other indicators.

Plan Page #: _____

34. _____ All additional information required by other local, state and federal agencies; any other environmental or man-made features important to the site design process; any other exhibits or data that the Planning Board may require in order to adequately evaluate the proposal, including, but not limited to: hydrogeologic assessment, traffic assessment, environmental impact assessment, economic impact assessment. The Planning Board may require additional color, shaded, and/or perspective view plans.

Plan Page #: _____

35. _____ Upon submission, proposed lots will be labeled using letters (ex.: A, B, C, etc.). After Planning Board approval of the application and prior to signing the mylar for recording, the applicant shall replace the lettering system with the Town approved tax map designations for each lot as determined and approved by the Board of Selectmen or their designee. (Amended 11/17/15)

Plan Page #: _____

Completion, submission and acceptance of this list of requirements does not waive any other Subdivision requirements, Regulations or Ordinances of the Town of Kingston.

I have reviewed and confirm that the above information has been reviewed for accuracy and completeness prior to submission of this application.

Name of Licensed Land

Surveyor: _____
Please Print

License Number: _____ Date: _____

Signature of Licensed Land Surveyor:

Name of

Engineer: _____
Please Print

License Number: _____ Date: _____

Signature of Engineer:

v