

**MEREDITH PLANNING BOARD**  
**APPLICATION FOR SUBDIVISION APPROVAL**

App.	_____
Abutter	_____
Town Rec.	_____
B.C.R.	_____
Total	\$_____

Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Email: \_\_\_\_\_  
\_\_\_\_\_

Owner: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Email: \_\_\_\_\_  
If different than applicant.  
\_\_\_\_\_

Agent: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Email: \_\_\_\_\_  
\_\_\_\_\_

Subdivision Name: \_\_\_\_\_ Tax Map: \_\_\_\_\_ Lot #: \_\_\_\_\_  
Location: \_\_\_\_\_  
Total Acreage: \_\_\_\_\_ Total Lots Proposed: \_\_\_\_\_ Zoning District: \_\_\_\_\_

Check all that apply to subdivision:  New Street  Town Water  Town Sewer  Well  
 Septic System  ZBA Special Exception or Variance  Waiver Request to Planning Board  
\_\_\_\_\_

**AUTHORIZATION FOR REPRESENTATION:**

I hereby authorize \_\_\_\_\_ to act as my representative in connection with this application to the Town of Meredith for the subject property. I understand as the property owner, I will be held responsible for all conditions provided in the Notice of Decision issued by the Meredith Planning Board. I also understand that the Notice of Decision and associated conditions run with the land in perpetuity. I authorize the Planning Board Members and their staff to access my property for the purpose of this review.

Owner(s) Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
\_\_\_\_\_ Date: \_\_\_\_\_

**DECLARATION:**

I hereby certify to the best of my knowledge this application and information submitted as part of this application is correct and accurately represented.  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Person Preparing Application)

## SUBDIVISION APPLICATION CHECKLIST

**The following checklist items are required for an application to be accepted as complete by the Board.** Provide all items below or insert a “W” if requesting a waiver. Include rationale for each waiver item. The Meredith Planning Board reserves the right to request additional information necessary for making an informed decision.

Tax Map: \_\_\_\_\_ Lot #: \_\_\_\_\_

- |    | Applicant | Staff |  |
|----|-----------|-------|--|
| 1. | _____     | _____ | Completed application form and owner’s signature.  |
| 2. | _____     | _____ | Abutters list.   |
| 3. | _____     | _____ | Fees: application, abutter and recording (see Planning Board Fee Schedule).                                      |
| 4. | _____     | _____ | Soil profile & percolation rate, date of field inspection and seal with signature of certified septic designer.* |
| 5. | _____     | _____ | Soils and slopes calculation (see Zoning Ordinance, Article V, Section D).*                                      |
| 6. | _____     | _____ | Engineering plan for new roads and utility main extensions.*   |
| 7. | _____     | _____ | Easements and deed restrictions, existing and proposed.  |

**Subdivision Plan, 7 copies to include the following items:**

- |     |       |       |  |
|-----|-------|-------|--|
| 8.  | _____ | _____ | Map scale and north arrow.   |
| 9.  | _____ | _____ | Tax map and lot number.  |
| 10. | _____ | _____ | Locus.   |
| 11. | _____ | _____ | Zoning district.   |
| 12. | _____ | _____ | Plan and revision dates.   |
| 13. | _____ | _____ | Owner of record.   |
| 14. | _____ | _____ | Lot lines including lines to be discontinued and setbacks.                     |
| 15. | _____ | _____ | Lot area(s).   |
| 16. | _____ | _____ | Topography 2’ intervals.   |
| 17. | _____ | _____ | Abutter names with tax map & lot number.                                       |
| 18. | _____ | _____ | Surveyor name, seal and signature.   |
| 19. | _____ | _____ | Easement locations, existing and proposed.                                     |
| 20. | _____ | _____ | Roads and driveways, existing and proposed.                                    |
| 21. | _____ | _____ | Overhead utilities with pole locations and numbers.                            |
| 22. | _____ | _____ | Municipal water and sewer or well and septic locations, existing and proposed. |
| 23. | _____ | _____ | Buildings, structures, cemeteries and rock walls.                              |
| 24. | _____ | _____ | Drainage elements, existing and proposed.                                      |

25. \_\_\_\_\_ Wetlands:
- \_\_\_\_\_ a. Wetland scientist name, certification number, stamp and signature.
  - \_\_\_\_\_ b. Date field work was performed.
  - \_\_\_\_\_ c. Mapping standards applied to delineation.
  - \_\_\_\_\_ d. Applicable permit history.
  - \_\_\_\_\_ e. Identification of water resource, buffer and setbacks (see Zoning Ordinance).
26. \_\_\_\_\_ Planning Board signature block.
27. \_\_\_\_\_ Layout requirements per Belknap County Registry.

\*May not apply to every subdivision.