

Town of Winchester Subdivision Application

Types of subdivision:

Major subdivision: A subdivision of four (4) or more lots, or one which involves the creation of new streets and or utilities.

Minor subdivision: A subdivision of land not more than three (3) lots for building development purposes, with not potential for resubdivision on an existing street; or one which does not involve the creation of new streets and/or utilities.

Technical subdivision or Boundaryline Adjustment: A subdivision of land into two(2) lots for the purpose of conveying one such lot directly to an abutting landowner. The parcel conveyed does not constitute a separate building lot; however, said parcel may be used for building development in conjunction with contiguous land owned by an abutter.

The Winchester Planning Board regularly meets the first and third Monday of each month.

Applications are made to the board on forms provided on line or at the Town Hall. All applications and documents shall be submitted to the Land Use Office at least 21 days prior to any action of the board. Application fees are to be paid in full at time of submission. Minor and Technical subdivision fees are \$175.00 and Major subdivisions are \$350.00. Additional fees may be required if there is a large number of abutters to be notified.

Subdivision Regulations, The Zoning Ordinance and the board's Rules of Procedure are available on line at the town hall for your review.

**Town of Winchester
Major/Minor
Subdivision Application**

DATE: _____ Map# _____ Lot# _____

NAME & ADDRESS OF APPLICANT: _____
PHONE# _____

NAME & ADDRESS OF OWNER: _____
PHONE# _____

NAME & ADDRESS OF SURVEYOR: _____
PHONE# _____

NAME & ADDRESS OF ENGINEER: _____
PHONE# _____

PROPERTY LOCATION: _____ ZONING DIST: _____

SIZE OF EXISTING LOT: _____ SIZE OF PROPOSED LOT(S): _____

WHAT IS THE INTENDED USE OF THE LOTS? _____

WHAT STRUCTURES ARE ON THE PROPERTY AND THEIR USE? _____

WHAT IF ANY, WAS THE PREVIOUS USE OF THE PROPERTY? _____

PUBLIC WATER /SEWER APPROVALS? _____ NHDES APPROVALS? _____

DRIVEWAY PERMIT? _____ ALTERATION OF TERRAIN PERMIT? _____

IF THE OWNER OR APPLICANT HAS ANY INTEREST IN A PARTNERSHIP OR IN A CORPORATION OF AN ABUTTING PROPERTY, PLEASE EXPLAIN _____

IS A MODIFICATION OF THE SUBDIVISION REGULATIONS REQUESTED FOR THIS PROJECT? _____ IF YES, ARE ALL REQUESTS SUBMITTED IN WRITING? _____

IS THE ATTACHED ABUTTERS LIST COMPLETED? _____

APPLICANTS SIGNATURE: _____ DATE: _____

OWNERS SIGNATURE: _____ DATE: _____

Town of Winchester
Boundary Line Adjustment/Technical Subdivision
Application

Date: _____ Map# _____ Lot# _____

Property location: _____

Name & Address of Applicant: _____ telephone: _____

Name & Address of Owner: _____ telephone: _____

Name & Address of Adjoining Property: _____ telephone: _____

Name & Address of Engineer: _____ telephone: _____

Name & Address of Surveyor: _____

Size & Dimensions of current lot: _____
Size & Dimensions with the lot line adjustment: _____

Zoning district: _____ Proposed use: _____ Driveway permit required: _____
What structures are on the properties? _____
Will there be new structures on the properties? _____
Are either lot non conforming? _____ Do either lot have a non conforming use? _____
Will this create a non conforming lot? _____ Will this create a non conforming use? _____

Applicant will need to submit a Surveyed Plat of the proposal with the completed application. Upon acceptance of the Adjustment a new deed will need to be supplied.

Applicant's signature: _____ Date: _____

Please fill out the attached abutters list for notification.

Application Checklist

The items listed below are minimum standards for subdivisions. The Planning Board may, in certain cases, need to request additional information and the applicant has the responsibility to furnish any reasonable request.

- | Y | N | N/A | |
|---|---|-----|---|
| — | — | — | 1.) Name of subdivision; name & address of owner. If the owner is not the applicant, a letter of representation will be required. |
| — | — | — | 2.) Name, license number and seal of surveyor; north arrow, scale, date of plan & P.O.B. |
| — | — | — | 3.) Locus plan showing zoning designations. |
| — | — | — | 4.) Boundary survey and location of permanent markers. |
| — | — | — | 5.) Location of property lines, lot areas in square feet and acres, setback lines and lots numbered according to the Winchester tax map system. |
| — | — | — | 6.) Names of abutting properties, streets, easements, building lines and any other facts regarding abutting properties. |
| — | — | — | 7.) Existing and proposed easements, rights-of way, driveways, buildings and other structures. |
| — | — | — | 8.) Water courses, ponds, standing water, rock ledges, stone walls, other natural features, existing and proposed foliage lines and open space to be preserved. |
| — | — | — | 9.) Location of perc tests and test results. Location of septic area and location of well area with 75' radius. |
| — | — | — | 10.) Plan for sedimentation and erosion control. |
| — | — | — | 11.) Copy of state septic approval or certification from septic designer. |
| — | — | — | 12.) Copy of driveway permit. |
| — | — | — | 13.) Copy of any other state or federal permits.(ie. NPDES, SS) |
| — | — | — | 14.) Copy of any deed restrictions. |
| — | — | — | 15.) Copy of deed covering land to be used for public easements or rights-of way. |
| — | — | — | 16.) Copy of municipal water & sewer approvals. |

Additional requirements for Major subdivisions:

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|---|---|---|--|
| — | — | — | 17.) Planning board will ascertain whether this development will create a regional impact. Impact fees may also be assessed. |
| — | — | — | 18.) Existing and proposed street names, classifications, widths of travel surface and right-of-way. |
| — | — | — | 19.) Final road profiles, centerline stationing and cross sections. |
| — | — | — | 20.) USGS contour lines at two foot intervals. |
| — | — | — | 21.) Soil data and designating of wetlands. |
| — | — | — | 22.) Location and profiles of existing and proposed water lines, sewer lines, culverts, drains and connections. |
| — | — | — | 23.) Any additional reports or studies. |