

TOWN OF AUBURN
APPLICATION FORM FOR MINOR SUBDIVISION

Map and Lot No. _____

Date: _____

1. Name and Address of Applicant(s):

Business Address: _____

Business Telephone Number: _____

Other Telephone Number: _____

Residence Address: _____

Mailing Address: _____

2. Name and Address of Owner of Record (if other than Applicant) Note: List all persons with 10% or greater interest in the subdivision.: _____

3. Name and Address of Licensed Land Surveyor: _____

4. Name and Address of any holders of conservation, preservation or agricultural preservation restrictions:

5. Location of Proposed Minor Subdivision

Street Address: _____

Tax Map & Lot #: _____

Number of total acres in parcel(s): _____

Number of proposed lots: _____

6. Intended use: _____

7. Payment to the Town of Auburn of the following Application Fees:

a. Application Fee: _____

b. Abutter and other Notices: (\$_.__ per notice): _____

c. Recording Fee: _____

d. Town Engineering Review Fees: _____

e. Other Fees: _____

Total Application Fees: _____

8. Additional Required Information

Name of Subdivision: _____

Date Application Form Received: _____

Professional Engineer: _____

Abutting Property Owners (with addresses):

Owner within 200-ft of perimeter boundary of subdivision (with addresses):

Owner with 10% or more interest, address, telephone number, deed reference:

Number of lots: _____

Type of Sewage Disposal: _____

Type of Water Supply: _____

Submission Items: Sketch Plan: _____ Vicinity Map: _____

Date of Site Visit(s): _____

I understand per Section 4.01, there can be no site disturbance without prior authorization of the Auburn Planning Board, until surety is in place and the plan recorded at Rockingham County Registry of Deeds.

Applicant

Date

Owner

Date

Minor Subdivision Application: Preliminary Conceptual Consultation Phase Checklist

From section 5.01

_____ Name of Subdivision	_____ Subdivisions and Buildings 100-ft Away
_____ Name of Owner	_____ Roads and Drives 200-ft Away
_____ North Arrow	_____ Buildings to Remain
_____ Bar Scale	_____ Proposed Public Land
_____ Date	_____ Existing and Proposed Street Right-of-way
_____ Area of Site	_____ Street Names
_____ Parcel Boundary	_____ Lot lines, Proposed Areas and Numbers
_____ Abutting Owners	
_____ Setback Lines	_____ Future Subdivisions
_____ Easements	_____ Topographic Contours
_____ Open Space (acreage noted)	_____ Water Mains and Other Utilities
_____ Watercourses	_____ Sanitary Sewers or Percolation Test Location
_____ Natural Features	_____ Drainage System
_____ Zoning District(s)	_____ Location of Soils and Groundwater Test Pits
_____ Soil Types and Soil Boundaries	_____ Flood Limit Lines (100 year flood)

CERTIFICATION

By signing below the Applicant(s) and Owner(s) do hereby certify that this application contains all of the necessary information required by the Subdivision Regulations and the Planning Board for the Preliminary Conceptual Consultation Phase.

Applicant

Date

Owner

Date

Minor Subdivision Application: Final Plat Checklist

From sections 5.03-5.11, All above information is required, plus the following:

- | | |
|---|---|
| _____ Site sketch plan | _____ Cost Estimates |
| _____ Vicinity Map | _____ Deed Restrictions |
| _____ Watershed Outline and Drainage Computations | _____ Citations of Easements or Rights-of-way |
| _____ Engineer's Statement of Suitability | _____ Road profiles |
| _____ Statement Incorporating Requirements of Subdivision Regulations | _____ Cross sections |
| _____ Statement of Existing Street Work | _____ Statement of Responsibility and Liability |
| _____ Proposed and Existing Monuments | _____ Sanitary sewerage Computations |
| _____ Existing and proposed Street Right-of-way Widths | _____ Lot Dimensions |
| _____ Setback Lines | _____ Lot Areas |
| _____ Topographic Contours (final) | _____ Lot Numbering |
| _____ Water Mains and Other Utilities (final engineering form) | _____ Legal Descriptions of Easements or Other Restrictions |
| _____ Sanitary Sewers (final engineering form) | _____ Stations |
| _____ Drainage System (final engineering form) | _____ Radii |
| _____ Seal of Engineer | _____ Curve Data |
| _____ Seal of Surveyor | _____ Pavement Widths |
| _____ Bearings and Distances | _____ Monument Locations |
| | _____ Surety Arrangements |

CERTIFICATION

By signing below the Applicant(s) and Owner(s) do hereby certify that this application contains all of the necessary information required by the Subdivision Regulations and the Planning Board for the Final Review Phase.

Applicant

Date

Owner

Date

Local And State Approvals And Permits if Required:

- | | |
|--|-----------|
| _____ Zoning Board of Adjustment Approval, | Date_____ |
| _____ Water Supply and Pollution Control Subdivision Approval, | Date_____ |
| _____ Dredge and Fill, | Date_____ |
| _____ Sewage Disposal, | Date_____ |
| _____ Other Studies, | Date_____ |
| _____ Planning Board Site Visit, | Date_____ |
| _____ Town Engineer Site Visit, | Date_____ |
| _____ Fish and Game Department, | Date_____ |
| _____ Health and Welfare: Division of Public Health, | Date_____ |
| _____ Water Resources Board Approval, | Date_____ |

Escrow Accounts and Bonds:

_____ Payment for Offsite Improvements, _____ Date _____
_____ Establishment of Escrow Accounts - List each Account

_____ Date _____

_____ Date _____

_____ Bonds on File with Town _____ Date _____
-List all renewal dates

_____ Reimbursement for Fees _____ Date _____

***Any Other Information the Planning Board Deems Necessary to Complete its Review

CERTIFICATIONS

The undersigned applicant hereby submits to the Auburn Planning Board a subdivision plat entitled:
_____ and
respectfully requests its approval of said plat. In consideration for approval and the privileges accruing thereto,
the applicant hereby agrees:

1. To permit the Town Planning Board its Engineer or other agent to conduct a site visit of the subdivision.
2. To carry out the improvements agreed upon and as shown and intended by said plat, including any work made necessary by unforeseen conditions which become apparent during construction.
3. To post all streets "Private" until accepted by the Town and to provide and install standard street signs as approved by the State of NH and the Town for all street intersections.
4. To give the Town on demand, proper deeds for land or rights-of-way reserved on the plat for streets, drainage or other purposes as agreed upon.
5. To save the Town harmless from any obligation it may incur, or repairs it may make, because of failure to carry out any of the foregoing provisions.
6. To make no changes whatsoever in the Final Plat as approved by the Board unless a revised plat or a plat of re-subdivision is submitted to and approved by the Board.
7. Mr./Mrs. _____ of _____ is hereby designated as the person to whom all communications to the applicant may be addressed and the person on whom legal process may be served in connection with any proceedings arising out of the agreement herein.

The undersigned certifies that this application is correctly completed as to each certified phase with all required attachments in accord with the Town of Auburn Subdivision Regulations and Zoning Ordinance. The undersigned covenants to pay all costs for engineering or other professional services incurred by the Planning Board or the Town in the review, approval and inspection process associated with this application.

Applicant (print): _____ Signature: _____

Owner (print): _____ Signature: _____

Please Submit this Application Form in Duplicate.

Note: This Section for use by the Planning Board

PRELIMINARY INFORMATION

Application Received _____ By _____
Maps And Supporting Data Received _____ By _____
Fee Received _____ By _____ Amount _____
Hearing Date(s) _____

FINAL PLAT INFORMATION

Application Received _____ By _____
Maps And Supporting Data Received _____ By _____
All State Approvals Received _____ By _____
Notice Dates for Application Submission _____
Application Accepted by the Planning Board _____
Notice Dates _____
Hearing Dates _____
Action Taken _____
Dates for Expiration of Approvals _____
Dates for Conditional Approvals _____
Bond/Letter of Credit Renewal Dates _____