

**SITE PLAN REVIEW CHECKLIST**

**CHESTER PLANNING BOARD**

Map # \_\_\_\_\_ Lot # \_\_\_\_\_

**A. TO BE COMPLETED BY APPLICANT**

1. Owner of record: \_\_\_\_\_
2. Name of Development: \_\_\_\_\_
3. Location of Development: \_\_\_\_\_
4. Is this Development located within the Commercial Zone? Yes \_\_\_\_\_ No \_\_\_\_\_
5. If "NO", attach a copy of the "Notice of Decision" from the Zoning Board of Adjustment.

**B. INFORMATION SHOWN ON SITE DEVELOPMENT PLAN – EXISTING (mark each item with a "√" (check) when submitted or with an "X" if it does not apply.)**

1.	Names, addresses, and Map/Lot numbers for all abutters	
2.	Locus drawn to an adequate scale	
3.	Name of proposed development	
4.	Name and address of the Owner of Record with signature	
5.	Name and address of all licensed professionals involved in the development of the plan. Include seal.	
6.	Title, scale, North arrow, date and surveyor's seal	
7.	Error of Closure statement and signature	
8.	Certificate of Title (Deed Reference)	
9.	Streets and Street Names	
10.	Show all existing features on property	
11.	Services and utilities	
12.	Total acreage and square footage of parcel	
13.	Location and description of all permanent lot boundary markers	

**C. SUBMISSION ITEMS – EXISTING (mark each item with a "√" (check) when submitted or with an "X" if it does not apply.)**

1.	Supplemental sketch plan	
2.	Photographs	
3.	Test pit locations and results	
4.	Soil types and soil boundaries	

D. INFORMATION SHOWN ON SITE DEVELOPMENT PLAN – PROPOSED (mark each item with a “√” (check) when submitted or with an “X” if it does not apply. Also mark with an “\*” (asterisk) those features requiring review by the town’s consulting engineer.)

1.	New grades, topographic contours	
2.	Structures; size, height	
3.	Streets, drives, parking spaces, sidewalks, dimensions and number	
4.	Loading spaces, facilities	
5.	Public and private utilities	
6.	Landscaping; type, size and spacing	
7.	Exterior lighting and signs	
8.	Storm drainage plan, including snow removal plans	
9.	Circulation plan showing vehicular and pedestrian circulation	
10.	Access plan; required public street changes, sight distance	
11.	Dimensions between structures and property lines	
12.	Stamp of NH P.E. or L.L.S.	
13.	Public or common land	

E. SUBMISSION ITEMS – PROPOSED (mark each item with a “√” (check) when submitted or with an “X” if it does not apply. Also mark with an “\*” (asterisk) those features requiring review by the town’s consulting engineer.)

1.	Drainage calculations	
2.	Legal descriptions of easements, Condominium Assoc. Documents	
3.	Community facilities impact studies (specify areas of study)	
4.	Environmental Impact Statement (specify areas of study)	
5.	Agreement for land conveyance to Town	
6.	Other (specify)	

F. Approvals (check “√” if required)

<u>Required</u>	<u>Date of Approval</u>
Local Excavation Permit	
WSPCC Alteration of Terrain Permit	
Water Resource Board Approval	
WSPCC Dredge and Fill Approval	
WSPCC Approval for Sewage Disposal System – Design	
WSPCC Approval for Sewage Disposal System – Construction	
WSPCC Approval for Sewage Disposal System – Operation	
WSPCC Community Water Supply Approval	
WSPCC Underground Storage Tank Notification	
Department of Transportation Permit	
Other (specify)	

---

Signature of Owner of Record

---

Date

---

Representative of Owner of Record

---

Date