

**WINDHAM PLANNING & ZONING BOARD
WINDHAM, NEW HAMPSHIRE**

Application for Subdivision Approval

1. Name of Plan _____

2. Location _____

3. Tax Map Number _____ Total # of Lots _____

4. Owner _____ Phone # _____
(name)

(address)

5. Description of Request _____

6. This application shall be received at least fifteen (15) days prior to the public meeting at which the Planning Board can review the plans for acceptance.

7. Names and address of all abutters, as indicated on town records, shall be submitted not more than five (5) days preceding the day the application is filed with the Planning Board shall be attached.

8. Notification costs, plus other fees listed on the fee schedule are payable at the time of filing this application.

9. I/We also hereby authorize the Windham Planning Board, its staff and/or agents to enter on and inspect the property for action by this application.

10. Owners Concurrence – The owner concurs in the representation by the agent and agrees that the information presented is accurate, agrees to the Windham Planning Board review process, and requests Planning Board approval of the above identified site plan.

(Owner's Signature)

11. Agents Request – The Agent seeking a plat approval requests that the Planning Board review the attached information. This information presented by the Agent is to the best of his/her knowledge in accordance with the Town of Windham Zoning Ordinance and Subdivision Control Regulations and all revisions thereof.

(Agent's Signature)

12. Agent _____ Phone # _____
(name)

(address)

Staff processing of this application and inclusion of the plan on the Planning Board's agenda does not infer all plan requirements have been satisfied, or that the application will be accepted by the Windham Planning Board.

Police Department Review	Date _____
Fire Department Review	_____
Planning Department Review	_____
WWPD Review	_____
Zoning Board of Adjustment	_____
Conservation Commission	_____
Dredge & Fill Permits	_____
NH DOT Driveway Permits	_____
Other Necessary Permits	_____

Required Review Information:

1. Area of lot _____ Zoning _____
2. Zoning of adjacent lots _____
3. Use or uses to be conducted on lot _____
4. Is such a use permitted in this zone _____
5. Total square foot gross floor area _____
6. Proposed percent coverage of lot by building

7. Total # of employees _____ Number of shifts _____
8. Total parking spaces required _____
9. Total required parking spaces provided _____
10. % of lot area used for parking, loading, vehicular circulation _____
11. Present traffic volume # of cars per day onto and off the property

12. Present traffic volume on adjacent town streets # of cars per day _____
13. Drainage information: List drainage easements _____
14. Will there be increased surface runoff onto the adjacent property as the result of any construction of this property? _____ If yes, show plan.
15. Adequate lighting shall be provided if parking if facilities are used at night. All lighting to be shown on the plan.
16. All signs shall be shown on the plan.
17. Other ecological data and environmental impact information as required.
18. A plat indicating that the subject property is a lot of record.
19. Existing and proposed topography at two-foot contour intervals.
20. Preliminary building elevation views and floor plans indicating the number of activities to take place on site.
21. Driveway permits _____
22. Sewage and well permits _____
23. Copies of site plan _____
24. Fees to be paid before public hearing _____
25. Estimated site development costs _____
26. Description of request _____
