



OLD VALUES - NEW HORIZONS  
COMMUNITY DEVELOPMENT  
PO Box 120, Windham, New Hampshire 03087  
(603) 432-3806 / Fax (603) 432-7362  
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## **Planning Board** **Application for Subdivision Approval**

Name of Project \_\_\_\_\_

Tax Map Number (Map – Block – Lot) \_\_\_\_\_

Zoning District(s) \_\_\_\_\_

Property Owner \_\_\_\_\_ Property Owner Phone \_\_\_\_\_

Property Owner Fax \_\_\_\_\_ Property Owner Email \_\_\_\_\_

Property Owner Mailing Address \_\_\_\_\_

Agent (If different from Property Owner) \_\_\_\_\_

Agent Fax \_\_\_\_\_ Agent Email \_\_\_\_\_

Agent Mailing Address \_\_\_\_\_ Phone \_\_\_\_\_

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***Must include the following for application to be considered complete:***

- Letter of intent detailing the proposal
- Two (2) large copies of the Subdivision Plans Set, sized 22" X 34" and four (4) copies, sized 11" X 17" of the Subdivision Plans Set.
- The final plan must include all of the required information detailed in *Section 600 of the Subdivision Regulations*. (Once the plan is reviewed and edits are made more copies will be requested for the Planning Board.)
- Names and addresses of all abutters, as indicated on town records, as shown not more than five (5) days before the day of filing, and two (2) sets of mailing labels for certified mailings to notify the abutters
- Other studies may be necessary for submission when required by the Planning Board. This includes two (2) copies of traffic, drainage, and other studies.
- A written Waiver request if a waiver from the Subdivision Regulations is necessary, per *Section 205 of the Subdivision Regulations*.

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**Staff Use Only**

Received by: \_\_\_\_\_ Date \_\_\_\_\_ PB Case No. \_\_\_\_\_

Application Fee:

See Adopted Department Fees for Application Costs Total Cost \_\_\_\_\_ Check No. \_\_\_\_\_

**Owner's Concurrence – The owner concurs in the representation by the agent agrees that the information presented is accurate, agrees to the Windham Planning Board review process, and requests the Planning Board approval of the above identified Subdivision Plan.**

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*Owner's Signature*                      *Date*

**Agent's Request – The Agent seeking a Final Subdivision Review 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 Site Plan Regulations and all revisions thereof.**

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*Agent's Signature*                      *Date*