

**APPLICATION FOR SUBDIVISION APPROVAL**

**Easton Planning Board, 1060 Easton Valley Road, Easton, NH 03580 603-823-8017**

The public must have prior notice before the Planning Board can discuss *details* of a proposal.

*FOR THE PLANNING BOARD TO CONSIDER AN APPLICATION THE APPLICANT MUST:*

1. Submit this completed and signed form at least 21 days before a scheduled regular meeting of the Board.
2. Provide all information that applies in Easton Subdivision Regulations, being sure to include:
  - a. Complete abutter list with addresses verified to be current within 5 days of filing,
  - b. Names and addresses of professionals whose seals appear on any exhibit.
3. Remit fee and cost of notices by check or money order made out to Treasurer, Town of Easton
  - a. Fee schedule is available in the Town Offices and on line.

*A CHECKLIST AND SUPPLEMENTARY FORMS ARE ATTACHED*

*YOU SHOULD ALSO OBTAIN A COPY OF THE SUBDIVISION REGULATIONS WITH THIS FORM*

	/	/	
<i>Tax Map and Lot No(s) of Existing Property to be subdivided</i>	<i>Date filed</i>	<i>Amt. Rec'd</i>	<i>Rec'd by</i>

<i>General Description (See back: Major or Minor Subdiv., Boundary Adjustment, etc.)</i>	<i>Number of lots if approved.</i>

The undersigned owner(s) and/or the designated agent hereby submit(s) to the Easton Planning Board a Subdivision Plat dated \_\_\_\_\_,

entitled \_\_\_\_\_

\_\_\_\_\_ and request(s) approval of said Plat.

**In consideration for this approval, and privileges accruing thereto, the applicant hereby agrees to:**

- 1) Carry out the improvements as shown and intended by said Plat, including any work made necessary by unforeseen conditions which become apparent during construction;
- 2) Save the Town harmless from any obligation it may incur, or repairs it may make, because of applicant's failure to carry out any of the foregoing provisions;
- 3) Grant permission for members of the Board or their agents to enter the proposed subdivision property for inspection and oversight;
- 4) Give the Town, on demand, proper deeds etc. for roads, rights of way, and other lands to be public;
- 5) Post all roads "private" until such time as they are accepted by the Town;
- 6) Make no changes whatsoever in the Final Plat as approved by the Board unless a revised subdivision plan is submitted to and approved by the Board
- 7) Conform fully with the requirements of the Easton Subdivision Regulations;

\_\_\_\_\_  
*Owner(s) (Name on Deed) - PLEASE PRINT*

\_\_\_\_\_  
*Owner(s) Signature(s)*

\_\_\_\_\_  
*Address (Owners)*

\_\_\_\_\_  
*phone and e-mail*

Agent- designated by notarized letter attached to carry out the application process and to be the contact person to whom all related communications should be addressed.

<i>Agent name PLEASE PRINT</i>	<i>Agent's signature</i>

<i>Address, phone and e-mail</i>	<i>Please see reverse side</i>

## **SOME THINGS YOU SHOULD KNOW ABOUT EASTON’S LAND LAWS**

### ***Subdivision approval depends on a proposal’s satisfactory adherence to Easton’s Subdivision Regulations, in compliance with the Easton Zoning Ordinance.***

The Master Plan is a guide that reflects what residents want for Easton. It is based on resident surveys, hearings and town and area statistics and projections. The Planning Board updates it every ten years

The Zoning Ordinance governs how land can be used in Easton. The original was approved by Town Meeting, and is amended by Town vote. The Planning Board manages the Ordinance as it reflects the Master Plan and complies with State statues. In some cases relief from a provision can be appealed to the Zoning Board of Adjustment (ZBA). The Ordinance details “permitted uses,” and lot size and area requirements. The Future Use Overlays –Sections 604, 605 and 606 – pertain to additional provisions for wetlands/streams, ground water, and steep slopes/ridgelines protections, and require close attention when land is being subdivided.

The Subdivision Regulations have been prepared by the Planning Board following numerous public hearings, and are amended by that Board’s vote after a Public Hearing. The Regulations guide landowners who propose subdividing land so their plans comply with State requirements, Town Zoning Ordinance and Master Plan goals.

These three documents and an application packet are on-line as downloadable Planning Board documents.

### **AN APPLICANT SHOULD BE FAMILIAR WITH THE SUBDIVISION REGULATIONS.**

#### ***Sections II & III, referenced in part here, apply to filling out an Application***

#### **SECTION II – DEFINITIONS**

**SUBDIVISION:** The division of a lot, tract, or parcel of land into two or more lots, plats, sites, or other division of land for the purpose, whether immediate or future, of sale, gift or other transfer, lease, rental or of building development or condominium conveyance. It includes re-subdivision and, when appropriate to the context, relates to the process of subdividing or to the land or territory subdivided, and as further defined by RSA 672:14.

**MAJOR SUBDIVISIONS:** Any subdivision not meeting the definition of a Minor Subdivision or Minor Lot Line Adjustment is to be classified as a Major Subdivision.

**MINOR LOT LINE ADJUSTMENT (Boundary agreement):** Involves the sale, conveyance, or exchange of land or the resolution or correction of boundary line differences among two or more owners of contiguous land which does not create additional buildable lots or increase the number of owners of parcels of land.

**MINOR SUBDIVISION:** Any proposal which involves the creation of not more than three lots, all fronting on existing streets, with no new streets proposed, and with no potential for re-subdivision under applicable regulations and ordinances.

#### **SECTION III – PROCEDURES AND APPLICATION REQUIREMENTS**

***A properly filled-out Application, per this Section III, filed at Town Hall at least 21 days before a scheduled Planning Board meeting, begins the required process of notifying the public. The Planning Board and/or its Designee and the Applicant work together from this point.***

#### **TYPES OF REVIEW**

<u>Conceptual Review</u>	No application required; non-binding; “back-of-the-envelope” type plans.
<u>Design Review</u>	Application & fees required; Board issues Public Notice; preliminary plans reviewed; non- binding; recommended but not required for some Minor Subdivisions.
<u>Final Review</u>	Application required (if not previously submitted); Board issues public notice; time requirements apply. This is a binding review concluding in approval/denial.