



# Madbury Planning Board Subdivision Application

Received

AUG 18 2016

Town of Madbury, NH

Applicant Name: LAURA & MARK SMITH

Address: 281 LITTLEWOOD RD.

Contact Phone: 603 953 6965

Owner Name: SAME

Address: \_\_\_\_\_

Map/Lot # 1-22 Total acreage to be subdivided: 34 Number of lots resulting: 2

Contact Information	Engineer	Surveyor	Soil Scientist
Name	<u>☐</u>	<u>CHRIS BERRY</u>	<u>MARK JACOBS</u>
Address			
Phone			

Application must be accompanied by a complete list of abutters and an application fee. For complete information refer to the application instructions, Town Zoning Ordinances and Subdivision Regulations.

Applicant(s) and Owner(s) (if different)

Signature [Signature] Date 8/18/2016

Signature \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Town use \_\_\_\_\_  
Date received at Town office: 8/18/16

Fee: Two lot subdivision: \$200 total

Check #: 161.00

Three or more lots \$ 200  
# of lots x \$100 = \$ \_\_\_\_\_  
total: \$ 200.00

Amount: 200.00

form date May 2006

KCC

*Bob Sturdale*

*742.9118*

*1 + 3<sup>rd</sup> Wed.*

*Sub 3 or 17*

**Madbury Planning Board  
Application Process**

**A. Pre-Application (Optional)**

Whenever any subdivision or site plan is proposed to be made, the potential applicant is encouraged to consult early and informally with the Board. The applicant at this stage may request a conceptual consultation to discuss, in very general terms, plans for a given parcel of land. Although this discussion must take place at a public meeting of the Board, notification of abutters and the general public is not required because the discussion is informal and no plans or specific details can be presented. The Board may make a visual inspection of the site at this stage.

The primary purpose of this consultation is that ideas can be informally discussed with the Board before time or money is spent on design or engineering details.

**B. Applications**

1. The Board meets on the first and third Wednesdays of the month. Normally, applications are heard, and Public Hearings are held on the first Wednesday with the second meeting of the month being reserved for work sessions.

2. All application for consideration by the Board shall be made on forms provided by the Board and available at the Town Office. Completed applications shall be submitted to the Town Office by the first regularly scheduled meeting of the month in order to be considered at the first regularly scheduled meeting of the following month. Submissions which fail to meet this requirement will be considered at a later date scheduled for this purpose.

3. All applications must be accompanied by three full size copies of the plans, ten 11 X 17 inch copies, a list of abutters and the appropriate fee.

4. At the Planning Board meet where notice has been legally given, the Board will review the application for completeness and take a vote on acceptance for consideration. Any application that is deemed inadequate by the Board will be tabled until such time as adequate plans and documentation are received.

5. If the application is accepted as complete, the Board shall schedule a public hearing on the proposal and decide if a site walk is needed for clearer understanding.

6. The Board shall also review the application to determine if it has regional impact and refer the project to the Strafford Regional Planning Commission per RSA 36:54-57.

7. Depending on the scale and scope of the subdivision or site plan, the application may be reviewed and comments sought from the Town's Police Chief, Fire Chief, and Road Agent.

### C. Public Notice

1. The public notice of the Acceptance Meeting and/or Public Hearing on an application shall be given in the local newspaper as the legal notice of the meeting and shall be posted in two locations at least ten (10) days before the date set for either meeting. The legal notice shall include the name of the applicant, description of the property including tax map identification, action desired by the applicant, and the date, time and place of the meeting.

2. Personal notice of an Acceptance Hearing and/or Public Hearing shall be made by certified mail to the applicant, all abutters, as well as to the surveyor, engineer, architect and soil scientist (when applicable) at least ten (10) days before the date of the meeting. Said notice shall contain the same information as the legal notice.

September 5, 2001