

TOWN OF ANDOVER, NEW HAMPSHIRE
SUBDIVISION REGULATIONS

Andover Planning Board

ADOPTED DECEMBER 16, 1986
AMENDED 1987, 2003, 2005, 2008 and SEPTEMBER 2018

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APPENDICES

- A. Application for Boundary Line Adjustment, Lot Line Adjustment, or Annexation Approval
- B. Application for Lot Merger Approval
- C. Application for Minor Subdivision Approval
- D. Application for Major Subdivision Approval
- E. Construction Details and Specifications for Land Development
- F. Soil Capacity Lot Sizing Tables
- G. Roadway Standards

SECTION I ADOPTION AND PURPOSES

1.01 Authority

Pursuant to authority given to the Andover Planning Board by the voters of the Town of Andover and confirmed by Chapter 674: Section 35, Revised Statutes Annotated (RSA), as amended, and in conformity with the Master Plan of the Town of Andover adopted in 1992, the Andover Planning Board hereby amends and re-adopts the following regulations governing the subdivision of real property in the Town of Andover.

1.02 Title

These regulations shall be known as the Town of Andover Subdivision Regulations, and hereinafter referred to as "these regulations."

1.03 Purposes

The purposes of these regulations are to foster the development of an economically and environmentally sound and stable community and to safeguard and protect the people of the Town of Andover, the taxpayer and the public from the consequences of improper subdivision, planless growth and haphazard development by:

1. Protecting and preserving the rural character of the Town,
2. Protecting neighboring and neighborhood land uses, values and concerns through harmonious development of the Town and its environs,
3. Preserving land values and avoiding increased real estate tax burdens,
4. Promoting and protecting the amenities of the Town through provisions for parks, playgrounds and other recreation areas and the preservation of the environment, natural beauty, trees, wetlands, lakes, ponds, bogs, streams and rivers, wildlife habitat (including deeryards), and other natural and historic resources, values and features,
5. Preventing such scattered or premature subdivisions as would involve danger or injury to the public health or welfare by reason of the lack of water supply, drainage, sewerage disposal, transportation, schools or other public services, or necessitate excessive expenditure of public funds for the supply of such services,

6. Assuring the adequate provision of safe and convenient traffic access and circulation, both vehicular and pedestrian, through the proper design, construction, arrangement and coordination of streets and ways within a subdivision and in relation to existing or planned streets,
7. Providing uniform standards and procedures for observance by both the Subdivider and the Board thus encouraging the equitable handling of all subdivision plans.

1.04 Waivers

Waivers of any part of these regulations shall be requested in writing, with reasons specified therefore, in advance of the meeting at which the application is to be considered. The Board reserves the right to waive requirements of these regulations in the course of reviewing any proposed subdivision or annexation when such requirements are manifestly not applicable and when such waiver will not demean the purposes of the regulation.

SECTION 2 DEFINITIONS

2.01 Abutter

"Abutter" shall mean the owner of record of any parcel of land that is directly across the street or stream from or is within 200 feet of any portion of the parcel being subdivided. For purposes of receiving testimony only, and not for purposes of notification, the term abutter shall include any person who is able to demonstrate, to the satisfaction of the Board, that such person's real estate will be directly affected by the proposal under consideration.

2.02 Accessory Building

Shall mean any combination of any materials whether portable, movable or fixed, built to form a structure for the shelter of animals or property.

2.03 Annexation

Shall mean the sale, transfer or other conveyance which involves merely a transfer among two (2) or more adjacent owners of land on which no sewage disposal system is proposed to be constructed and which does not increase the number of parcels, lots or owners, , and which does not create a non-conforming lot.

2.04 Application

Shall mean all applications contemplated herein, including without limitation application for Board approval of Boundary Line Adjustment, Lot Line Adjustment

or Annexation, of Lot Merger, or of Subdivision, submitted on the forms attached in the Appendices hereto. It shall provide the information specified in the appropriate form and in the body of these regulations, subject to such waivers as may be approved by the Board.

2.05 Approval

Shall mean determination by the Board, certified by written endorsement on the approved Final Plat, that the Application meets the requirements of these regulations and all other applicable Town of Andover ordinances and regulations.

2.06 Board

Shall mean the Planning Board of the Town of Andover.

2.07 Boundary Line Adjustment

Shall mean the fixing of a boundary between two or more abutting lots of record where there is genuine doubt concerning the location of that boundary.

2.08 Building

Shall mean any combination of any materials, whether portable, movable or fixed, having a roof and enclosed within exterior walls, built for the shelter of persons or property and used for residential, commercial, industrial, institutional, religious, recreational, professional or other purposes. For the purposes of interpreting and applying height limitations in these regulations only, the term 'Building' shall also include without limitation communications technology antennae, flagpoles, church steeples, decorative additions to buildings, and signs of all kinds.

2.09 Building and/or Site Development

Shall mean changing the character of land from its existing state by the alteration of land itself or by the construction or placement of one or more buildings and/or accessory buildings thereon, and/or the character of an existing structure for the purpose of business use, rental, condominium conveyance or combined business and residential use, which are governed by Town of Andover site plan review regulations.

2.10 Building Site

Shall mean each portion of a lot, tract or parcel of land upon which a single building is or is to be placed, sometimes called that building's "footprint."

2.11 Developed Lot

Shall mean a separately deeded parcel of land with appropriate frontage on a Class V or better road, an established access, a structure used as a dwelling or for other purposes, water supply and sewage disposal system.

2.12 Diversion

Shall mean a channel with or without a supporting ridge on the lower side constructed across or at the top or bottom of a slope.

2.13 Dwelling

Shall mean a privately- or publicly-owned building containing residential unit or units.

2.14 Dwelling Unit

Shall mean one or more rooms arranged for the use of one or more individuals living as a single housekeeping unit, with cooking, living, sanitary and sleeping facilities.

2.15 Easement

Is an interest in or restriction on the use of real property, less than a fee simple title, conveyed by a property owner for the benefit of another and evidenced by a legal document.

2.16 Engineer

Shall mean an engineer of any specialization licensed by the State of New Hampshire.

2.17 Erosion

Shall mean the wearing away of the land surface by the action of wind, water or gravity, whether resulting from natural causes or by reason of any deliberate alteration of the land.

2.18 Final Plat

Shall mean the final drawing or drawings on which the Subdivider's plan of subdivision is indicated.

2.19 Flood Limit

Shall mean the land-water boundary of a watercourse flowing at its 1% frequency (the so-called "100 year flood") as defined by a responsible public agency such as the U.S. Army Corps of Engineers, U.S. Department of Agriculture Natural Resources Conservation Service, the Federal Emergency Management Agency or by a private engineering firm qualified in hydraulics.

2.20 Flood Prone Area

Shall mean the area of land lower in elevation than the land-water boundary along a watercourse flowing at its 1% frequency or those soils classified by the National Cooperative Soil Survey as "soils subject to flooding."

2.21 Land

Shall include lands and waters with associated mineral and air rights.

2.22 Lot

A parcel of land undivided by a street or Town Line, with ascertainable boundaries established by deed or by lot boundary lines on a land subdivision plan filed with the Registry of Deeds. The boundary line of a lot abutting on a public right of way shall be the boundary line of the right of way, even though ownership of land may extend beyond such boundary line. The existence of a water body or watercourse on a single lot recognized as such by the Town of Andover shall not in itself operate as a natural lot boundary so as to divide that lot into two or more lots.

2.23 Lot Line

Shall mean the property line dividing a lot from an adjacent property.

2.24 Lot Merger

Shall mean the joining together of two or more abutting lots in common ownership for municipal regulation and/or taxation purposes, as defined in RSA 674:39-a and future amendments thereto or replacements thereof.

2.25 Lot Size

Shall mean the total horizontal land area within the boundaries of a lot, exclusive of any land area designated for or dedicated to street purposes.

2.26 Major Subdivision

Shall mean all subdivisions that are not accepted by the Board as Minor Subdivisions, including, without limitation, (1) the subdivision of land into more than two (2) lots or any subdivision that may require new roads, fire protection measures, municipal utilities, or other municipal improvements.

2.27 Minor Subdivision

Shall mean the subdivision of land into no more than two (2) lots or sites, or the division of a building into not more than two (2) units for condominium conveyance, and that in either case requires no new roads, fire protection measures, municipal utilities or other municipal improvements.

Any subdivision of a lot which is the product of a subdivision with the five (5) years immediately preceding the date on which the subdivision application is filed shall not be treated as a Minor Subdivision regardless of the number of lots proposed to be created, but rather as a Major Subdivision subject to all requirements stated in these regulations or appendices for Major Subdivisions.

2.28 Master Plan

Shall mean the comprehensive plan or plan of development for the Town as defined in RSA 674:1 and 2.

2.29 Parking Provisions

Shall be shown as required to the Board prior to preparing the Final Plat.

2.30 Plat

Shall mean Final Plat as defined in Section 2.18.

2.31 Right-of-Way (R.O.W.)

R.O.W. shall mean right-of-way.

2.32 Sale

Includes sale, conveyance, lease, mortgage or other transfer.

2.33 Sediment

Shall mean solid material, both mineral and organic, that is a product of erosion.

2.34 Site

Shall mean building site.

2.35 Street

Shall mean a State or Town highway, Class V or better, also sometimes referred to as a "road."

2.36 Street. Arterial

Shall mean a street or road used for heavy and/or through traffic.

2.37 Street. Collector

Shall mean a street or road used to carry traffic from rural streets to arterial streets and to public and other centers of traffic concentration.

2.38 Street. Rural

Shall mean a street or road used primarily to give access to abutting properties.

2.39 Subdivider

Shall mean the owner of record of the real property to be subdivided.

2.40 Subdivision

Shall mean the division of a lot, tract, or parcel of land into two (2) or more lots, plats, sites or other divisions of real property for the purpose, whether immediate or future, of sale, rent, lease, condominium conveyance or building development. Subdivision includes resubdivision and, when appropriate to the context, relates to the process of subdividing or to the land or territory subdivided.

The division of a parcel of land held directly or indirectly by more than one owner (without limitation including joint tenancy, tenancy in common, corporate or partnership ownership, or ownership by reason of devise from a decedent or intestate inheritance) and subsequently divided into two or more parts shall be deemed a subdivision.

2.41 Surveyor

Shall mean a professional surveyor or engineer licensed by the State of New Hampshire to provide professional surveying services.

2.42 Town

Shall mean the Town of Andover.

2.43 Wetland

Shall mean those areas identified and delineated by the Natural Resources Conservation Service as poorly drained or very poorly drained soils.

SECTION 3 APPLICATION PROCEDURE

3.01 General

Anyone wishing to (a) divide his or her property into two or more lots or (b) otherwise to carry out a subdivision (see Section 2.38) shall request of the Board a non-binding Consultation and Review (see Section 3.02) or apply to the Board in writing for a Subdivision Review and Hearing (see Sections 3.03, 3.04).

An applicant for (a) a boundary line adjustment concerning the applicant's own land or land of the applicant and land of one or more abutters or (b) annexation of a part of one lot or lots to another lot or lots, shall make written application to the Board in the form of Appendix A hereto.

An applicant for merger of one or more abutting lots into a single lot shall make written application to the Board in the form of Appendix B hereto.

3.02 Non-binding Consultation and Review

In order to save expense and unnecessary changes later on, a person seeking to make changes covered by these regulations is encouraged to appear at any formal meeting of the Board for a discussion of the proposed concept in general terms and for a review of applicable subdivision regulation provisions, application forms, necessary supporting maps, and documents. Applicant shall contact the Chair of the Board or the Chair's designee to fix an appointment date and time. There is no application fee or time limit, and such consultation and review are not binding on either the applicant or the Board.

3.03 Subdivision Review and Hearing

Any person desiring approval for subdivision of land or for building development, as defined in these regulations, MUST apply to the Board in writing on the designated Application form (Appendix C for Minor Subdivision or Appendix D for Major Subdivision, see also Sections 3.04 and 3.05) and pay the required fees (Section 3.06). Upon receiving a completed Application form and the required fees, the Board must then send out the appropriate notices and hold at least one public hearing (see Section 3.09).

3.04 Application for Subdivision Approval

The completed application shall (1) be in the form attached to these regulations as Appendix C for Minor Subdivision or Appendix D for Major Subdivision; (2) conform to the requirements and specifications outlined in these regulations; and (3) specify the regularly scheduled meeting of the Board at which the application will be formally submitted to the Board.

3.05 Filing of Application

The applicant shall file the application by delivering the application to the Chair of the Board or the Chair's designee at least fifteen (15) days prior to the regularly scheduled public meeting of the Board at which the applicant will formally submit the application to the Board. The application shall include the names and addresses of the applicant and each abutter as shown in the Town records not more than five (5) days before the date the application is furnished to the Board.

3.06 Notice and Costs of Application

- a) The Board shall notify the abutters and the applicant by certified mail of the date upon which the completed application will be formally submitted to the Board. Such notice shall be mailed at least ten (10) days prior to such formal submission. Such notice shall also be given to the general public by posting a copy of the notice in three public places in the Town at the same time that notice is mailed to the applicant and the abutters.
- b) The notice shall include a general description of the proposal that is the subject of the application and shall identify the applicant and the location of the property that is the subject of the application.
- c) The Board may in its sole discretion also give notice by regular mail to other landowners in the vicinity of the subdivision. The Board may in its sole discretion also give notice to the general public by publication in a newspaper of general circulation in the Town with notice to be in such form and published as often as the Board shall determine.
- d) All costs of such notice, including secretarial time and disbursements, as stated in the current separate schedule of such costs, shall be paid in advance by the applicant. Failure to pay such application costs or other required costs shall constitute valid grounds for the Board to terminate further consideration and to disapprove the application without a public hearing.

3.07 Submission of Completed Application

The completed application shall be submitted to and accepted for review by the Board at the public meeting of the Board specified in the notice provided for in Section 3.06. The Board shall give the applicant a statement certifying that the

application is deemed complete, but only if the application is complete and all costs of notice of the application have been paid.

3.08 Formal Consideration: Time Limits

- a) The Board shall begin formal consideration of the application within thirty (30) days after the date of the regular public meeting at which the completed application is submitted to and deemed complete by the Board pursuant to Section 3.07.
- b) The Board shall act to approve or disapprove the application within sixty-five (65) days after submission; provided, however, that the Board may apply to the Select Board of the Town for an extension not to exceed an additional ninety (90) days before acting to approve or disapprove the application and, provided further, that the applicant may waive the requirement for Board action within the foregoing time periods and consent to such extension as may be mutually agreeable.
- c) Upon failure of the Board to approve or disapprove the application within the foregoing time periods, the applicant may obtain from the Select Board an order directing the Board to act within fifteen (15) days. Failure of the Board to act upon such order of the Select Board shall constitute grounds for the Superior Court, upon petition of the applicant, to issue an order approving the application, if the Court determines that the proposal complies with existing subdivision regulations and zoning and other ordinances. If the Court determines that the failure to act within the time specified was the fault of the Board and was not justified, the Court may order the Board to pay the applicant's reasonable costs, including attorney's fees, incurred in securing such order.

3.09 Public Hearings

- a) Except as provided in this Section, no application may be denied or approved without a public hearing on the application.
- b) Notice of the hearing shall be given in the same way and with the same time limits as notice of submission of the application under Section 3.06 of these regulations. The Board may give notice of submission and notice of the public hearing in the same notice. Additional notice of an adjourned session of a public hearing is not required if the date, time and place of the adjourned session is made known at the prior hearing.
- c) At the hearing, the applicant, any abutter or any person with a demonstrable interest in the matter may testify in person or in writing. Other persons may testify as permitted by the Board at each hearing.
- d) Public hearings shall not be required when the Board is considering or acting

upon (1) minor lot line adjustments or boundary agreements which do not create buildable lots, nor to annexations or mergers, except that notice to abutters shall be given prior to approval of the application in accordance with Section 3.06 and any abutters may be heard on the application upon request to the Board; or (2) disapproval of applications based upon: failure of the applicant to supply information required by the regulations, or failure to meet reasonable deadlines established by the Board, or failure to pay cost of notice or other fees required by the Board.

3.10 Qualified Approval or Disapproval

A. Qualified Approval:

Any approval under these regulations may be made subject to one or more express conditions. The Board in its sole discretion may deem it appropriate to take measures to record any such decision at the applicant's expense in the county registry of deeds so that future owners of the property have reasonable constructive or actual notice of the existence of those conditions. Such conditions may include:

1. Any limitation on duration of the use permitted by the decision, including but not limited to the life of a particular person or period in which such person needs such use (often applicable, for example, to special permissions for second homes on the same lot or two- family conversions, to accommodate family members).
2. Any limitation on intensity of use of the site, including but not limited to:
 - a. specific seasons or stated times of the year,
 - b. square footage or equivalent devoted to the permitted use,
 - c. hours of operation,
 - d. increases in operational characteristics which could affect neighboring properties, including:
 - (i) amount or duration of lighting,
 - (ii) creation of noise, fumes, and/or particulate matter,
 - (iii) customer traffic,
 - e. numbers of tenants allowed in rental residential buildings,
 - f. number of vehicles which may be on the site,
 - g. physical changes in the actual buildings on the site.
3. Any identification or limitation on the exact nature of the permitted use, such as:
 - a. designation of the exact activity or class of activities being approved,

- b. designation of activities on the site related to the permitted use, such as disposition of toxic waste,
 - c. prohibition of certain uses in the absence of specified changes to the buildings or site, such as installation of approved access, lighting, or fire extinguishing apparatus.
4. Any promise to install and/or maintain certain lot or use characteristics, including plant screening, fencing, and size and placement of buildings or portions of buildings.

Applicant's acceptance of any approval under these regulations constitutes agreement on behalf of the applicant and the applicant's heirs, successors, and assigns to faithfully observe the stated conditions of approval and to reimburse any and all costs of enforcement incurred by the Town.

B. Disapproval:

In case of disapproval of any application, the grounds for such disapproval, including disapproval based upon an application being deemed to be in violation of the goals of the Master Plan, shall be adequately stated upon the records of the Board and a copy thereof shall be mailed to the applicant within seventy-two (72) hours after the decision is made.

3.11 Review Fees

In addition to the fees for notice of submission of a subdivision application and of the public hearing on such application as provided for in Section 3.06, the Board may impose reasonable fees to cover its administrative expenses and costs of special investigative studies, review of documents and other matters which may be required by particular applications. Such fees may be imposed by the Board to cover fees and disbursements of consultants to the Board, including, but not limited to, engineers, surveyors, lawyers, and community planners. Such fees shall be paid or provided for in advance to the satisfaction of the Board.

3.12 Recording of Final Plat

No sale or transfer of land within a subdivision may be entered into until monuments on the approved subdivision Final Plat have been set and the approved subdivision Final Plan has been recorded with the Register of Deeds of Merrimack County. See Section 4.16 of these regulations for further requirements.

3.13 Acceptance of Streets and Open Space

All new streets or roads in any subdivision created under these regulations shall be built in accordance with Appendix E, Construction Details and Specifications for Land Development, and Appendix G, Roadway Standards. No street or open

space shall be submitted to the Town for acceptance until such time as all improvements have been carried out as shown on the Final Plat, in accordance with the requirements of these regulations, and subject to any conditions established by the Board at the time of Final Plat approval. Completion of improvements may be constructively met, if the Board and the Select Board shall agree, by the posting with the Town of a bond or other security acceptable in form and amount to the Select Board and adequate in the sole judgment of the said Select Board to accomplish the completion of such improvements. Acceptance of a street shall require the vote of the annual town meeting in accordance with RSA 674:40 III. Construction of improvements in accordance with these regulations and any conditions imposed by the Board shall not impose on the Town any moral or legal obligation whatsoever to accept any street or improvement as public property.

3.14 Procedure for Boundary Line Adjustment, Lot Line Adjustment and Annexation

Application for any of these procedures shall be made on forms attached hereto as Appendix A. Any subdivision for the purpose of annexation as defined in Section 2.03 shall be submitted to the Board for review. The Board, upon reviewing the facts and merits of the proposal, may in its discretion deal with the subdivision pursuant to the provisions of Section 3.09, providing, however, that the following conditions shall be met in all cases:

1. A survey map shall be prepared and submitted to the Board showing the original boundaries of the adjacent parcels in question.
2. If deemed appropriate by the Board, a detailed survey map shall be prepared and submitted to the Board showing the new property line or lines created as a result of the annexation, boundary line adjustment, or lot line adjustment.
3. A deed restriction shall be placed in the body of the deed or other instrument of transfer stating as follows:

"The grantee(s) by virtue of acceptance of this deed agree that the premises hereby conveyed shall not be deemed or considered a separate lot of record, but shall be regarded as merged into and made an integral part of the contiguous lot of land previously owned by the grantee(s) so that the same shall hereafter be one combined single lot of record."

4. A statement shall be placed at the end of the deed or other instrument of transfer stating as follows:

"The above transfer constitutes an annexation of the tract herein conveyed to the tract conveyed to the said _____ by deed dated _____, 20__, and recorded in the Merrimack County Register of Deeds at Volume __,

Page ___ and, therefore does not require subdivision approval by the Andover Planning Board."

3.15 Lot Merger Procedure

Any owner of two (2) or more contiguous preexisting approved or subdivided lots or parcels that wishes to merge them for municipal regulation and taxation purposes may do so by applying to the Board or its designee on the form in Appendix B hereto. Except where such merger would create a violation of then-current ordinances or regulations, all such requests shall be approved, and no public hearing or notice shall be required. No new survey plat need be recorded, but a notice of the merger, sufficient to identify the relevant parcels and endorsed in writing by the Board or its designee, shall be filed for recording in the registry of deeds, and a copy mailed to the municipality's assessing officials. No such merged parcel shall thereafter be separately transferred without subdivision approval. This paragraph 3.15 is consistent with RSA 674:39-a and any future amendment to that statute shall be incorporated by reference into this paragraph.

SECTION 4 PLAN REQUIREMENTS

4.01 General: Compliance with Regulations, Master Plan, Other Ordinances and Regulations

All subdivisions shall conform with and give effect to the purposes of these regulations and any pertinent Federal, State or local laws, ordinances, and by-laws or regulations, and with the Master Plan for the Town and Official Maps. No building permit shall be granted with respect to property involving a subdivision prior to review and approval of said subdivision by the Board and the recording in the Merrimack County Registry of Deeds of the approved plat.

4.02 Character of Property Proposed for Subdivision

The Board may not approve a proposed subdivision if it finds that the proposed subdivision would create, or risk the creation of, conditions unfavorable to health, safety, convenience, prosperity or the general welfare because of, without limitation, excessive slope, poor soil conditions, rock formations, poor drainage, flood or fire hazard, inadequate water supply, inadequate access, or damage to or significant negative effect on (1) air quality, (2) ground or surface water resources, (3) wildlife habitat and trails, (4) natural features or sites, (5) historic buildings or sites, or (6) agricultural lands designated by the Natural Resources Conservation Service as prime agricultural land or agricultural land of statewide significance. Unless a lot has a substantial area with a slope of fifteen (15) percent or less which may be used for dwelling, septic system, driveway, and appurtenant structures, the Board shall not approve it as a building lot. Flood prone areas, seasonally wet, marsh, muck or peat areas and wetlands may be included as part of a lot but may not be altered, dredged, drained, filled, or

relocated and may not be used for building sites, sewage disposal areas, driveways or otherwise, and the minimum size of the lot shall nonetheless be calculated in accordance with the terms of these regulations. Natural water courses, ponds or lakes may not be altered, dredged, drained, filled or relocated. The foregoing notwithstanding, minor alterations may be permitted in such areas or water bodies at the discretion of the Board if (1) such alterations are authorized by all Federal and State agencies having jurisdiction with respect thereto and (2) the Board finds that the alterations will not have significant negative environmental impact when analyzed in the context of the subdivision as a whole.

4.03 Premature Subdivision Development

Scattered or premature or inappropriate subdivision of land that would involve danger or injury to health, safety, or prosperity by reason of lack of water supply, drainage, transportation, school, fire department, or other public services, or necessitate an excessive expenditure of public funds for the supply of such services shall not be approved by the Board. The Board shall solicit the advice of any concerned agency of Town government concerning any of the foregoing if such consequences are deemed by the Board in its sole judgment to be reasonably possible.

4.04 Preservation of Existing Features

The Subdivider shall give due regard to the preservation and protection of existing features, trees and other vegetation, scenic points, brooks, streams, rock outcroppings, water bodies, stonewalls, boundary markers, and other natural and historic resources and landmarks.

4.05 Subdivision Design, General

Subdivision design and lot sizes within a subdivision shall be established by giving due regard to all of the factors outlined in these regulations including water supply, sewage disposal, soil conditions, ground and surface water conditions, drainage, topography, the road system which serves or leads to the subdivision and the general area in which the subdivision is located (including the condition of the roads and the present and prospective use of the roads), the need for off-street parking, the need to avoid scattered or premature subdivision, the nature and extent of existing development patterns in the area of the subdivision, the impact of the subdivision on Town services, availability of water supply for fire protection, protection of agricultural land, and the preservation of natural, unique, fragile, or historic features.

4.06 Lot and Site Layout

When laying out or planning a subdivision, the following regulations shall govern the layout of lots and sites:

- a) The lot size, width, depth, shape and orientation shall be appropriate for the parcel being subdivided, for the location of the subdivision and for the type of development and use contemplated. No lot shall be approved whose ratio of length (distance to the rear of the lot from the road upon which the lot fronts) to width (the frontage on said road) shall exceed four (4) to one (1), except for good cause shown by the applicant in the sole judgment of the Board. These ratio requirements as applied to lots where it is difficult to measure 'length' shall be applied as the discretion of the Board shall indicate in each such case.
- b) All lots or sites shall abut on (1) a Class V or better highway, or (2) a street shown on an approved subdivision plan.
- c) Driveways shall be designed to provide safe and convenient access and to control surface water runoff so that it does not damage the street to which the driveway leads, all in accordance with these regulations, including Appendix E, Construction Details and Specifications for Land Development, and Appendix G, Roadway Standards.
- d) The Board may require that lot lines be related to those features mentioned in 4.04 above.

4.07 On-Site Sewage Disposal Design Standards

The Board will not approve a subdivision which creates a lot that will not meet the minimum standards and design requirements stated in New Hampshire Code of Administrative Rules: *Subdivisions; Individual Sewage Disposal Systems*, Part Env-Wq 1000, October 2016, as they presently exist and as they may be amended in future.

Applicant shall present a written opinion by a New Hampshire certified expert attesting that to the best of such expert's opinion and based on appropriate physical tests, the soils, slopes, and other factors of the land being subdivided will in fact satisfy the minimum standards and design requirements stated in Part Env-Wq 1000, as they presently exist and as they may be amended in future, at the date such written opinion is furnished to the Board.

No subdivision may proceed without final approval of the New Hampshire Department of Environmental Services in accordance with Part Env-Wq 1003.

4.08 Parking

All subdivision development shall make provision for adequate, safe and convenient off-street parking for at least two vehicles per new dwelling unit, each parking space sized at least ten feet (10') wide and twenty feet (20') long, in order to provide for the most efficient road maintenance, snow plowing and access by emergency, police and fire vehicles. In the case of commercial

subdivision, including commercial building development, and multi-unit residential building development, parking areas shall include appropriate and adequate landscaping and screening as established in existing performance standards stated in the Andover Zoning Ordinance, or, where those standards do not provide adequately detailed guidance, then as the Board may require.

4.09 Pedestrian Walks

Where necessary, in the judgment of the Board, rights-of-way for pedestrian travel and access may be required between subdivisions or their parts, or between a subdivision and public property.

4.10 Utilities and Drainage

All subdivisions shall make adequate provisions for water supply, storm water and sanitary sewage disposal, and required utilities and improvements. The Board may require the extension of public water and sewers to and within a proposed subdivision, without cost to the Town, where existing lines exist and are, in the judgment of the Board, within a reasonable distance of the proposed subdivision. See also Appendix E, Construction Details and Specifications for Land Development.

The following further requirements apply:

- a) The Subdivider shall install lateral connections from all utilities in the street right-of-way to ten (10) feet beyond the street property line of each building lot.
- b) All public utilities and facilities, such as sewer, gas, electrical, telephone and water systems, shall be located, elevated, and constructed to eliminate flood damage. All new or replacement water supply systems and/or sanitary sewage systems shall be designed to eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters. On-site waste disposal systems shall be located so as to avoid impairment of any water supply system (including Bradley Lake) and/or sanitary sewage system or contamination from them during flooding.
- c) All such utility system installations shall be at the expense of the Subdivider and shall be installed under the supervision of the appropriate Town agency.
- d) An adequate surface storm water drainage system for the entire subdivision area shall be provided. Adequate drainage shall be provided so as to reduce exposure to flood hazards. Storm drainage shall be carried to existing watercourses, or connect to existing storm drains. If the storm water drainage system creates any additional flow over any adjacent property, the Subdivider shall obtain an easement therefor from the

adjacent owner and shall hold the Town harmless from any claims for damage resulting therefrom.

- e) For the purposes of preparing drainage plans, the following basic design criteria shall be utilized: Storm sewers and subdivision drainage facilities shall be based upon a design flow with a minimum return interval of twenty-five (25) years. The design of natural watercourse channels shall depend upon the drainage area according to the following table:

DESIGN RETURN INTERVALS FOR NATURAL WATERCOURSES

<u>Drainage Area</u>	<u>Recurrence Interval</u>
Above 4 square miles	100 years
Less than 4 square miles	25 years

- f) Where it deems necessary or appropriate, the Board may require the installation of street lighting and the underground installation of electrical and telephone lines. Appropriate plans shall be submitted to the Town prior to final approval being granted by the Board.
- g) Where underground utilities are to be furnished from a public source, all necessary mains, branch offsets to each lot, and fire hydrants shall be installed by the Subdivider, as approved by the appropriate Town department, to the satisfaction of the Select Board, and without expense to the Town.

4.11 Sediment and Erosion Control

- a) General: The purpose of this section is to control soil erosion and the resulting sedimentation from occurring in subdivision areas by requiring proper provisions for water disposal and the protection of soil surfaces during and after construction in order to promote the public health, safety, convenience and general welfare of the community. Land shall be subdivided and improved in reasonable conformity to existing topography in order to minimize grading, cut and fill, and to retain, insofar as possible, the natural contours, limit storm water runoff and conserve the natural cover and soil.
- b) Standards: The following standards shall be observed by the Subdivider in the design and engineering of the proposed subdivision:
 - 1. Stripping of vegetation, regrading or other development shall be done in such a way that will minimize soil erosion.
 - 2. Whenever practical, natural vegetation shall be retained, protected and/or supplemented.
 - 3. The disturbed area shall be kept to a minimum and the duration of exposure shall be a maximum of six (6) months. In no case shall

completed areas be left after October 1 of the current year without being seeded and mulched.

4. Temporary seeding and/or mulching shall be used to protect exposed critical areas during development.
5. Provision shall be made to accommodate the increased runoff caused by changed soil and surface conditions during and after development.
6. Sediment in the runoff water shall be trapped by the use of sediment basins or other acceptable methods.
7. Necessary diversions, sediment basins, and other erosion control structures shall be installed prior to any on-site grading or disturbance of existing surface vegetation.
8. Buildings, streets, drives and parking areas shall be located no closer than one hundred (100) feet from any surface water with the distance measured horizontally to the top of the bank above the surface water.

4.12 Open Space Shown on Town Master Plan

Where a proposed park, playground, or other open space shown on the Master Plan for the use of the entire town is located in whole or in part in a proposed subdivision, the Board shall require substantial compliance with such Master Plan. As a condition of approval of the Final Plat, the Board may require that the area shown thereon as open space be offered for dedication to the Town. The Board shall not require such dedication in excess of fifteen (15) percent of the total area of the subdivision without reasonable compensation, and if the Town does not take steps within a period of one year from the date of approval of the subdivision plat to acquire the portion of the open space in excess of said fifteen (15) percent, the Subdivider may submit to the Board a plan for subdivision of such portion, provided such additional subdivision meets the requirements of these regulations.

4.13 Other Open Space

When deemed necessary in the judgment of the Board, land for open space and recreation areas within a subdivision, solely for the use of residents of that subdivision, shall be reserved. All such areas to be reserved for open space or recreation shall be of reasonable size, slope and character for neighborhood playground or other recreational uses.

4.14 Trees and Planting

Due regard shall be given to preservation of existing trees, shrubbery, and other landscaping appropriate to the area being subdivided. The Subdivider shall comply with the following requirements:

- a) To the fullest extent possible, all existing trees and shrubbery shall be preserved by the Subdivider. Special consideration shall be given to the arrangement and ultimate improvement or development of the lots to this end. Precautions shall also be taken to protect existing trees, shrubbery and vegetation during the construction of roads and utilities.
- b) Where any land other than that included in public rights-of-way is to be dedicated to the public use, the Subdivider shall not remove any trees from the area to be so dedicated without written permission from the Board.
- c) All topsoil moved during the course of construction shall be redistributed on the parcel being subdivided so as to provide at least six inches (6") of cover to all disturbed areas of the subdivision. At no time shall topsoil be removed from the site without written permission from the Board.
- d) All disturbed areas which are not covered by structures or paving shall be properly seeded or replanted by the Subdivider.

4.15 Fire Protection

The purpose of this standard is to specify minimum requirements for water supply for firefighting that will provide a reasonable degree of protection to life and property in the area. The following standards shall be observed for all developments of more than two (2) lots, and upon successive subdivisions that result in more than two (2) lots from the original undivided parcel within five (5) years:

- a) Water supply shall be located to be available at all seasons of the year so that no more than one thousand (1,000) feet of hose has to be laid to the furthest building to be protected. If any lot in a proposed subdivision is located on a dead-end road then the allowable location area of proposed buildings on that lot shall be drawn on the plat to be recorded and a suitable warning of the distance restriction shall be inserted on the plat and in any deed conveying that lot.
- b) When questions exist whose answers are not covered by this standard, the NFPA Standard 1142 (National Fire Protection Association Standard for Water Supplies for Suburban and Rural Fire Fighting, 2001 Edition) or any successor thereto or the most recent Town approved Standard will be used.
- c) All commercial applications will be considered on an individual basis and the NFPA Standard 1142 or the most recent Town approved Standard, whichever is more stringent, will be used to determine the occupancy hazard and the fire protection required.

- d) All proposals shall be reviewed and approved in writing by the Fire Department during the Final Plat phase.

4.16 Monuments

A. New Street Boundaries

The boundaries of any new street right-of-way shall be monumented with granite bounds spaced at a maximum of 500 feet along both sides of the right-of-way. All changes in direction of the right-of-way shall also be monumented with granite bounds.

B. Lot Boundaries

1. All lot corners on any street right-of-way shall be monumented with granite bounds.
2. All interior lot corners and angle points shall be monumented with iron pipes. In the event that precise placement of a monument shall be impossible by reason of the existence or character of natural features, offsets or drill holes will be allowed. In the case where a lot boundary line is defined as lying along or within a body of water (river, lake, stream, etc.), the corners of said boundary line shall be monumented by iron pipes placed at the normal high water line of said body of water.
3. Alternate enduring materials, such as granite with magnetically reactive inclusions (iron or steel), may be considered for interior lot line monuments upon request.

C. Monument Requirements

1. All monuments on the street right-of-way shall be of granite, shall be not less than thirty-six (36) inches in length, and not less than four (4) inches square or five (5) inches in diameter. They shall be set flush with the finished grade. They shall have magnetic material (e.g. an iron disk or iron rod) securely embedded in their top end to aid in their later recovery.
2. Iron pipes used for interior lot line monuments shall be not less than thirty-six (36) inches in length and not less than seven-eighths (7/8) inch in diameter or square. They shall be set so as to extend a minimum of six (6) inches above the finished grade.
3. All monuments shall be set under the direction of a registered land surveyor.
4. No permanent monuments shall be set until all construction that might disturb or destroy the monuments is completed.

5. Monuments shall be set prior to final approval of the subdivision and recording of the subdivision plan.

4.17 Natural, Socio-Economic, and Cultural Resource Impact

Environmental documentation may also be required to address the natural, socio-economic, and cultural resource impacts of a proposed development hereunder.

4.18 Additional Information

The Board may require such additional other information as it deems necessary in order to apply the regulations contained herein. In particular:

For subdivisions and site plans that involve land designated as "Special Flood Hazard Areas" (SFHA) by the National Flood Insurance Program (NFIP):

- A. The Board shall review the proposed development to assure that all necessary permits have been received from those government agencies from which approval is required by Federal or State law, including Section 404 of the Federal Water Pollution Control Act, as amended.
- B. The Board shall require that all proposals for development greater than 50 lots or 5 acres, whichever is the lesser, include Base Flood Elevation (BFE) data within such proposals (i.e. floodplain boundary and 100-year flood elevation).
- C. The Board shall require the applicant to submit sufficient evidence (construction drawings, grading and land treatment plans) so as to allow determination that:
 - a. All such proposals are consistent with the need to minimize flood damage;
 - b. All public utilities and facilities, such as sewer, gas, electrical, and water systems are located and constructed to minimize or eliminate flood damage; and,
 - c. Adequate drainage is provided so as to reduce exposure to flood hazards.
- D. Applicant shall expressly state in its signed application whether or not any part of the area proposed for development is included in any Special Flood Hazard Area as previously defined.

SECTION 5 MINIMUM LOT SIZING BY SOIL TYPE

5.01 Purpose of Adopting Section 5

The regulations stated in this Section 5 were adopted by the Board in 1987 in accordance with the provisions of RSA 674:36(II)(i) in order to protect the Town against the danger to health, safety and prosperity occasioned by the lack of municipal water and sewer and to prevent the excessive expenditure of public funds for the supply of such services. They were adopted, as the preamble to the amendment read, "In consideration of a substantial increase in residential development and residential density in Andover, and of contemporary scientific knowledge concerning the possibility of contamination of underground and surface waters resulting from such development and imposing thereby threats to the health of Andover's residents and consequent financial consequences of considerable magnitude which cannot now be measured, it is considered prudent that in accordance with formal findings made by the Andover Planning Board, the following amendment be made to the Subdivision Regulations adopted on December 16, 1986."

5.02 Definitions

As used in this regulation the following terms shall have the following meaning unless the context clearly indicates otherwise:

- a) Commercial: Rental housing of two or more units on the same lot or two or more contiguous lots and any retail sales or non-manufacturing service establishment special exception defined in Article V Section D.2 of the Town of Andover Zoning Ordinance, or any similar unit or establishment permitted by special exception or variance under Article IX Sections D and E.
- b) Community Wastewater System: A non-municipal wastewater collection, treatment, and disposal system that serves an average of at least twenty-five (25) individuals daily year-round or that has at least fifteen (15) service connections.
- c) Community Water Supply: A non-municipal water supply system that serves an average of at least twenty-five (25) individuals daily year-round, or that has at least fifteen (15) service connections.
- d) Industrial: Any manufacturing establishment that processes or reprocesses goods of any kind for onward sale.
- e) Municipal Wastewater System: A wastewater collection, treatment, and disposal systems that serves an average of at least twenty-five (25) individuals daily year-round or that has at least fifteen (15) service

connections and that is owned and operated by a municipal or regional government or district.

- f) Municipal Water Supply: A water supply system that serves an average of at least twenty-five individuals daily year-round or that has at least fifteen (15) service connections and that is owned and operated by a municipal or regional government or district.
- g) Qualified Soil Scientist: A person qualified in soil classification who is recommended or approved by the New Hampshire State Conservation Committee.
- h) Residential: Any dwelling or dwelling unit, as defined by the Town of Andover Zoning Ordinance.
- i) Slope: The average steepness of the land surface under consideration. For the purpose of determining lot size categories, slope shall be determined by slope factors used by the National Cooperative Soil Survey soils classification where A = 0-3%; B = 3-8% C = 8-15%, D = 15-25%, E = >25%.
- j) Soil Type: As defined and classified by National Cooperative Soil Survey. Soil types and their locations in Andover shall be determined initially by reference to the Soil Survey of Merrimack County, New Hampshire, June 1965, U.S. Department of Agriculture and New Hampshire Agriculture Experiment Station (as updated from time to time), and subsequently by scientific analysis by a qualified soil scientist as described in these regulations.
- k) Subdivision: As defined by these regulations.
- l) Wetlands: Lands containing soils classified by the National Cooperative Soil Survey as 'poorly drained' or 'very poorly drained,' including freshwater marshes or alluvial soils. Identification of any particular land as wetlands in any present or future publicly funded mapping of Andover wetlands shall be conclusive proof of wetlands status.

5.03 Minimum Lot Sizes

In the absence of municipal water supply or wastewater facilities, minimum lot sizes within all subdivisions shall, in addition to meeting the requirements of the zoning ordinance for the district wherein the subdivision is proposed, also meet the lot size requirements specified in the tables included in Appendix F, "Soil Capacity Lot Sizing Tables." If any soil type found by testing shall not be included in these tables, the soil shall be classed with the most similar soil included in these tables, and if it shall fall between two other soil types then the more

restrictive minimum lot size stated in Appendix F shall apply.

This requirement is subject to the following qualifications:

- a) Where more than one soil type is found on a lot, a weighted average of those soils occurring on the lot shall be used to determine the minimum lot size.

In the case of cluster subdivisions, the overall density of development within the parcel shall be determined by using Appendix F and computing a weighted average of all soils (excluding wetlands) found in the parcel proposed for subdivision.

- b) Wetlands may be used as part of the computed lot size according to the following:
1. Areas designated as poorly drained soils may be utilized to fulfill 25% of the minimum lot size.
 2. Areas designated as very poorly drained, marsh, or alluvial soils may not be used to fulfill the minimum lot size.
- c) In subdivisions where a community wastewater system is provided at the effective date of this ordinance or thereafter, minimum lot sizes may be reduced by the minimum requirements as stated in Appendix F.
- d) Minimum lot sizes for residential developments with greater than four (4) bedrooms per unit and for commercial and industrial developments shall be determined as follows:
1. For residential use with 5 or more bedrooms per unit, the minimum lot size shall be proportionately larger than the lot size indicated in Table 1 of Appendix F as determined by the formula:
$$\text{Lot Size (Sq. Ft.)} = \frac{\text{No. of Bedrooms}}{4} \times (\text{Lot size from Table 1})$$
 2. For commercial and industrial uses, lot sizes will be determined by the formula:
$$\text{Lot Size (Sq. Ft.)} = \frac{a}{1837} \times b + c$$

where:

 - a = gallons of waste water discharged per day
 - b = lot size from Table 1
 - c = area of land required for the well radius

(1,837 is the gallons per day that 40,000 square feet can absorb)

Gallons of wastewater discharged per day shall be determined from the New Hampshire Code of Administrative Rules, Env-Wq 1008.03, Table 1008-1, "Unit Design Flow Figures."

3. Final site plan approval for industrial development which is of such nature or character as to require state or federal permits for pre-treatment and discharge or subsurface disposal shall not be granted until all such permits are secured. The conditions upon which such permits are issued shall comply with state and local regulations and be made part of the record before the Board.

5.04 Determination of Soil Type

- a) Tests for determining soil information for use in this Section shall be performed by a qualified soil scientist using published soil data with on-site inspections as necessary.
- b) Soil data using the standards of High Intensity Soil Maps of New Hampshire shall be provided as a part of the subdivision plan at the scale and dimensions required. Any cover letters or explanatory data provided by the qualified soil scientist shall also be submitted.

High Intensity Soil Survey ("HISS") maps may be waived by the Board where known soil factors (including, among other things, identification of soils in the 1965 USGS Merrimack County Soils Survey, certified soil scientist written opinions, or any combination thereof) constitute in the opinion of the Board sufficient proof that soil type identification exists.

- c) Such tests shall be performed with the advice and under the direction of the Board or its designated agent.
- d) All costs of performing such investigations shall be borne by the Subdivider.
- e) See also Appendix F.

5.05 Relationship Between State and Local Regulations

Where both state and local regulations are applicable, the more stringent regulation shall prevail. If the state regulation addresses an issue not included in the local regulation or vice versa, the regulation that addresses the issue shall apply.

SECTION 6 ADMINISTRATION AND ENFORCEMENT

6.01 Interpretation

In the matters of interpretation of these regulations, the opinion of the Board shall prevail.

6.02 Acceptance of Streets and/or Utilities

Nothing herein is intended to modify the requirements of law with reference to the acceptance of streets and/or utilities by the Town. Nothing herein is intended to modify or control the construction, reconstruction, or extension of streets and/or utilities by the Town or State.

6.03 Other Regulations

Where these regulations diverge from other Federal, State or local laws, ordinances, by-laws or regulations, the more stringent shall apply.

6.04 Enforcement

These regulations shall be enforced by the Board or its duly authorized representative, or otherwise as provided by law.

6.05 Penalties

Any owner, or agent of the owner, of any land located within a subdivision who transfers or sells any land, before a plat of the said subdivision has been approved by the Board and recorded or filed in the office of the Register of Deeds, shall forfeit and pay a penalty of \$500 for each lot or parcel so transferred or sold. The Town may seek an appropriate order from a court of competent jurisdiction enjoining or rescinding any such sale or transfer and may recover the said penalty by civil action.

Any violation of these regulations, including the foregoing, may also be punishable as provided by RSA 676:17 or other applicable New Hampshire statutory law by either: a) a civil fine for each instance and each day that such violation is found by a court to continue after the conviction date or after the date on which the violator receives written notice from the Town that he is in violation of these regulations, whichever dated is earlier; or b) a criminal penalty, which shall be: (1) a misdemeanor if the violation is committed by a natural person, or (2) a felony if the violation is committed by any other person.

In any legal action brought by the Town to enforce, by way of injunctive relief, any of these regulations, or to enforce any Board decision, or to seek the payment of any fine levied, the Town may recover its costs and reasonable attorney's fees actually expended in pursuing the legal action if it is found to be

a prevailing party in the action. Recoverable costs shall include all out-of-pocket expenses and court costs actually incurred, including, but not limited to, inspection fees, expert fees and investigatory expenses.

If any violation of these regulations, or any violation of a Board decision results in the expenditure of public funds by the Town which are not reimbursed as described above, the court may order, as an additional civil penalty, that a violator make restitution to the Town for such funds so expended.

The superior court may, upon a petition filed by the Town and after notice and preliminary hearing as in the case of prejudgment attachments under RSA 511-A, require an alleged violator to post a bond with the court to secure payment of any penalty or remedy or the performance of any injunctive relief which may be ordered, or both.

6.06 Approval Conditions

Unless a shorter or longer period is imposed by the Board, any conditions to its approval expressly imposed by the Board will be stated in written approvals rendered by the Board and will be accomplished by the applicant within one year of such approval. If not so accomplished, that approval will lapse. The Board may, in its discretion, require any or all such conditions to be inscribed on the mylar to be recorded. Any representations made in writing by the applicant concerning the applicant's intended actions concerning the matter under consideration prior to such approval and reasonably construed by the Board as intended to gain its approval of the requested action shall equally be considered to be conditions to be fulfilled within one year after such approval, subject to the same lapse if not implemented.

6.07 Appeals

Any person aggrieved by an official action of the Board may appeal therefrom in accordance with the provisions of RSA 677:15.

6.08 Validity

If any section, subsection, or phrase of these subdivision regulations is found for any reason to be invalid by a court of competent jurisdiction such decision shall not affect the validity of the remaining portion of these regulations.

6.09 Amendments

These regulations may be amended, changed, altered, added to, or rescinded from time to time whenever this action is deemed necessary or advisable by the Board, but not until public hearing on the proposed amendment, change, alteration, or rescission.

No subdivision regulations or amendment or exception thereto shall be legal or have any force and effect until copies of such, certified by a majority of the Board members, are filed with the town clerk and Select Board. No purported authority granted by the Board pursuant to these subdivision regulations shall be legal or have any force and effect unless such regulations have been certified and filed pursuant hereto.

6.10 Exemptions

Every plat approved by the Board and properly recorded the County Register of Deeds shall be exempt from all subsequent changes in subdivision regulations adopted by the Board (except those regulations and ordinances which expressly protect public health standards such as, among other things, water quality and sewerage treatment requirements) for a period of four (4) years after the date of recording subject to each of the following conditions:

- a) Active and substantial development or building shall have commenced on the site by the owner or the owner's successor in interest in accordance with the approved plat within twelve (12) months after the date of approval, or, in accordance with the terms of said approval and where a bond to cover the costs of roads, drains or sewers is required in connection with such approval, such bond is posted with the Town at the time of commencement of such development.
- b) Development remains in full compliance with the public health regulations and ordinances specified in this section.
- c) At the time of approval and recording, the plat conforms to the subdivision regulations and zoning ordinances then in effect at the site of each plat.

This Paragraph 6.10 is intended to be co-extensive with New Hampshire statutory law and shall be deemed to be amended if and to the same extent that such statutory law is amended

6.11 Effective Date

These regulations shall take effect immediately upon their adoption by the Board.

6.12 Certification

Adopted, and certified to be a true copy, attest:

ANDOVER PLANNING BOARD

Date: _____

Chair: _____

Vice-Chair: _____

Member: _____

Member: _____

Member: _____

Member: _____

Member: _____

Member: _____

**APPENDIX A TO, AND FORMING A PART OF,
THE ANDOVER SUBDIVISION REGULATIONS**

Town of Andover Planning Board

**APPLICATION FOR BOUNDARY LINE ADJUSTMENT, LOT LINE ADJUSTMENT,
OR ANNEXATION APPROVAL**
(Required by NH RSA 676:4)

Revision: September 11, 2018

Process Overview

Anyone intending to annex a portion of an abutting parcel or lot, whether as a result of a boundary or lot line adjustment or an agreed purchase and sale, must first receive Planning Board approval for the annexation. Failure to have this approval prior to sale of a portion of a lot is subject to criminal and civil penalties. (NH RSA 576:17)

This application should be used for the annexation of land, whereby an abutting parcel is divided and merged with an existing lot of record to form a new larger lot. The annexation process shall not create any additional lots, nor shall it create lots that are non-conforming to the terms of the Andover Zoning Ordinance.

A completed application should be delivered to the Secretary or Chairman of the Board at least fifteen (15) days before the next regular Board meeting. The proposal will then be put on the agenda for the next meeting convenient to the Board.

If the Board finds that the application is complete and all filing fees have been paid, the application will be accepted for review. A public hearing will then be scheduled with statutory notice provided so that all interested persons will have an opportunity to attend and comment.

The Board normally acts on routine applications immediately following the public hearing. State law requires the Board to begin formal consideration of the application within thirty (30) days of acceptance for review and must act to approve or disapprove within ninety (90) days. Upon request by the Planning Board, the time for action may be extended by the Select Board by an additional ninety (90) days.

PROPERTY AND APPLICANT INFORMATION

PROPERTY ADDRESS:

TAX MAP AND LOT: _____ DISTRICT: _____

APPLICANT NAME: _____

CONTACT INFORMATION:

APPLICANT'S AGENT: _____

- a) If owner is not the applicant, attach letter of authorization from the property owner
- b) If the applicant appoints an agent, all communications between the Board and the applicant will be through the agent

CONTACT INFORMATION:

FEES: The application will not be accepted for review until all fees set forth in the Board's current fee schedule are paid. In addition, the Board may, through these regulations, provide for the assessment of reasonable fees to cover the Board's administrative expenses and cost of special investigations and for the review of documents and other matters which may be required by particular applications.

Date Application Received: _____

Date Application Accepted as Complete: _____

PLANS AND DOCUMENTS TO BE SUBMITTED

The following plans and documents must be submitted with the application or the requirement of submission must be waived by the Board, if justified in writing by the applicant to the Board's satisfaction; otherwise the application will not be complete and will not be accepted by the Board for review. Provide two (2) copies of each item except as otherwise specified:

I. MAPS

A. Site Survey:

The Site survey will show the following information and conform to the following specifications:

1. Be in permanent black ink on permanent reproducible polyester film, submitted in one (1) polyester film copy (for registration with the Merrimack County Registry of Deeds) and two (2) blue or black line paper prints (one paper copy each for the applicant and for the Board.) An applicant may submit additional copies for signature if required for other purposes.
2. Have sheet sizes in accordance with requirements of the Merrimack County Registry of Deeds but not smaller than 20" x 30" or as otherwise permitted by the Board.
3. Have scale no smaller than one hundred (100) feet per inch unless otherwise permitted by the Board.
4. Be signed and sealed by a NH Registered Surveyor or Engineer.
5. Show complete boundaries and area of entire parcel; north point, bar scale, date, and dates of any revisions.
6. Show existing and proposed lot lines, angles, and dimensions, lot sizes in square feet or acres, monuments at lot corners.
7. Show location of existing and proposed easements* and areas affected by existing and proposed covenant, reservations and restrictions, benefitting or burdening the property.
8. Show location of existing and proposed utilities, wells, septic systems, building, drives, parking areas, storm water drainage lines, drainage structures, and drainage ways.

9. Show location and type of all proposed and existing survey monuments.

*Note: "easements" include old wells, water rights, and rights-of-way.

B. Topographic Map

The topographic map shall be drawn to the same scale as the site survey and shall show existing topography and proposed changes in topography at the following intervals:

<u>Grade</u>	<u>Contour Interval</u>
0-2%	2-foot plus spot elevations
2+-5%	2-foot
5+%	5-foot

Also, all low points, high points and other areas needing spot elevations should be shown. Contours should be shown in dashed lines. Contour lines shall extend a minimum of two hundred (200) feet beyond the subdivision boundary. Contour lines are to be actual and not interpretations of USGS maps.

II. SOILS

Results of all soil tests including dates, locations, percolation rates, soil profile with depth to ledge, clay, hard pan, and existing and seasonal high-water table.

III. SEWAGE DISPOSAL

All proposed sewage disposal plans must be designed and constructed, at a minimum, in compliance with State Design Criteria. More stringent standards may be imposed in specific cases.

IV. SURFACE WATER RUNOFF, SEDIMENTATION, AND EROSION

All plans to control surface water runoff so as to protect surface water quality and prevent sedimentation and erosion.

V. PRESERVATION OF SIGNIFICANT NATURAL AND HISTORIC FEATURES

Identify and describe plans for the preservation and protection of significant scenic points, brooks, streams, water bodies, marshes, wetlands, wildlife habitat, other natural resources and historic buildings and features.

VI. CONSTRUCTION PLANS

Plans of all areas to be disturbed for construction of drives, drainage ways, septic systems, buildings, erosion and sediment control structures, and other areas to be disturbed for the construction of improvements shall be made with existing topography shown in dashed lines and proposed contours shown in solid lines at a contour interval no greater than two (2) feet plus spot elevations.

VII. TITLE MATTERS

Provide one (1) copy of each of the following:

1. All present or proposed easements, covenants, reservations or restrictions benefiting or burdening the property. The location of all areas affected or to be affected thereby shall be clearly identified by appropriate reference to the site survey.
2. Names and addresses of all persons having a beneficial interest in the property.
3. Most recent deed to the property.

VIII. ADDITIONAL INFORMATION AND WAIVERS

The Board reserves the right to call upon the applicant for additional information in the course of reviewing the proposed annexation. All such call will be in writing, addressed to the applicant or his agent.

For good cause shown and only upon written request by the applicant, the Board may grant waiver(s) to some of these requirements.

**APPENDIX B TO, AND FORMING A PART OF,
THE ANDOVER SUBDIVISION REGULATIONS**

Town of Andover Planning Board

APPLICATION FOR LOT MERGER APPROVAL

Revision: September 11, 2018

The undersigned, as owner of the contiguous parcels listed below, requests that the following parcels be merged and hereafter be treated as a single tract or parcel of land for municipal regulation and taxation purposes only, in accordance with RSA 674:39-a:

1. Name of Record Owner(s) (must be identified for all parcels):

2. Mailing address of owners(s):

3. Phone Number: _____ E-mail: _____

4. Location of Parcels:

5. Existing parcels to be consolidated:

Parcel 1

Tax Map and Lot: _____

Location: _____

(Street address or physical location)

Title Reference: _____

(Book and Page or Probate number, and Grantor)

Parcel 2

Tax Map and Lot: _____

Location: _____

(Street address or physical location)

Title Reference: _____

(Book and Page or Probate number, and Grantor)

Certification of Owner: By executing this notice, the undersigned acknowledges that the merger of these parcels will not create a violation of any current ordinance or regulation, that the lots are in common ownership, contiguous with each other and that all owners have signed this application.

Upon the recording of a copy of this Notice of Lot Merger in the Merrimack County Registry of Deeds the parcels or tracts shall be deemed to be consolidated, and any attempted conveyance or encumbrance of any of the parcels separately shall be void unless prior approval for subdivision is obtained from the Town of Andover Planning Board.

Dated this _____ day of _____, 20____

Print Name

Print Name

Signature

Signature

STATE OF NEW HAMPSHIRE, COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by _____

Justice of the Peace/Notary Public

My Commission expires:

Dated: _____, 20____

Endorsed by: _____

Town of Andover Planning Board Members:

The applicant is responsible for paying the recording fees according to the Merrimack County Registry of Deeds, 163 North Main Street, Concord, NH 03301 - (603) 226-0868. A copy of this completed document must be submitted to the:

Planning and Zoning Coordinator
Town of Andover
P. O. Box 61
Andover, NH 03216

**APPENDIX C TO, AND FORMING A PART OF,
THE ANDOVER SUBDIVISION REGULATIONS**

Town of Andover Planning Board

APPLICATION FOR MINOR SUBDIVISION APPROVAL

(Required by N.H. Statutes 676:4)

Revision: September 11, 2018

Minor Subdivision

This application should be used for the subdivision of land into not more than two (2) lots or sites, or the division of a building into not more than two (2) units for condominium conveyance, and that in either case requires no new roads, fire protection measures, municipal utilities or other municipal improvements, and that is on land that has not been subject to subdivision within the prior five (5) years. Any other subdivision is treated as a Major Subdivision and requires the application set out in Appendix D.

Minor Subdivision Approval Process Overview

A subdivision requires prior formal Planning Board ("Board") approval.

At a minimum, an applicant must carefully review the Town of Andover Subdivision Regulations (the "Subdivision Regulations") and complete and submit this Application for Minor Subdivision Approval in accordance with Section 3.04 of the Subdivision Regulations, together with the appropriate fee, and attend (or authorize in writing an agent to attend) the meeting or meetings at which the Board considers the application.

Prior to submitting this application, applicants are encouraged, but are not required, to request a nonbinding consultation with the Board pursuant to Section 3.02 of the Subdivision Regulations. A nonbinding consultation may shorten the overall approval process by identifying areas needing particular preparation by the applicant, and also identifying application or documentation requirements that may be waived. To schedule a nonbinding consultation, an applicant should contact the Board Chair and provide a written description of the proposed subdivision highlighting any unique features or requests together with a plan or survey that outlines the proposed buildings and site alterations and sets out all proposed boundary lines and approximate acreages. This plan or survey does not need to be definitive or certified, just sufficient to facilitate clear understanding of the applicant's intentions. There is no fee for a nonbinding consultation.

Whether or not an applicant has elected a nonbinding consultation, no subdivision may proceed (including sale of subdivided land or commencement of construction) without the prior approval by the Board of a Final Plat for the subdivision and registration of the Final Plat with the Merrimack County Registry of Deeds. Depending on the proposal,

the Board may determine that approval for a subdivision or a project involving a subdivision requires a Site Plan Review (see the Town of Andover, NH, Site Plan Review Regulations) and/or consultation by the Board with the Town of Andover Conservation Commission, Town officials, or experts designated by the Board. In certain instances, the Board may require additional hearings, or hearings on specific aspects of the proposal.

Application Instructions

All provisions of the Subdivision Regulations apply to all subdivisions unless expressly waived by the Board. The applicant must address each item in the application, either by providing the information and documentation required, or by requesting a waiver of such item by providing a complete and well-supported written explanation as to why such item does not apply. The Board may request information in addition to what is required by the application – if so it will do so in writing and give the applicant reasonable sufficient time to prepare and present a response.

To complete the application and initiate Board review, the applicant should complete and submit:

- (1) this application, with the blanks filled out,
- (2) an attachment that follows the numbering of this application that contains the applicant's responses to each requirement and identifies item-by-item the documents and information being submitted or sets out the applicant's request for waiver of the item and justification for such waiver,
- (3) the additional documents referred to in (2) above,
- (4) the fee required pursuant to Section 4 of the application,
- (5) the further information and payment of costs, if any, required under Sections 3.05 and 3.06 of the Subdivision Regulations, and,
- (6) if relevant, an application for a Town of Andover driveway permit.

The application should be completed and delivered to the Planning and Zoning Coordinator at least fifteen (15) days before the regular Board meeting at which the application will be formally submitted to the Board. One copy on paper is sufficient, but please also email to the Planning and Zoning Coordinator any documents that are available in electronic form in standard readable format (for example, PDF, Word, Excel). Once the complete application is received, the Board Chair will schedule a hearing on the application and notice will be publicly posted and also mailed to abutters, and, at the Board's discretion, other landowners in the vicinity, so that all interested persons will have an opportunity to attend and comment.

If the Board finds that the application is complete and all filing fees have been paid, the application will be accepted for review and the Board will record in the meeting minutes that it has made a favorable "completeness determination" with respect to the application.

The Board must begin formal consideration of the application within thirty (30) days of acceptance for review at the relevant meeting, and will act to approve or disapprove within ninety (90) days. Upon request by the Board, the time for action may be extended by the Select Board by an additional ninety (90) days.

1. Applicant:

Name: _____

Address: _____

Telephone: _____ Email: _____

2. Agent of Applicant: (If the applicant appoints an agent, all communications between the Board and the applicant will be through the agent.)

Name: _____

Address: _____

Telephone: _____ Email: _____

3. Name of Subdivision (if any): _____

4. Fees: The application will not be accepted for review until the fees set forth in the Town's current fee schedule are paid. Additional fees may be imposed by the Board during the review process to cover charges and disbursements of consultants to the Board including engineers, surveyors, lawyers, and community planners.

Plans and Documents to be Submitted for a Minor Subdivision

The following plans and documents must be submitted with the application or the requirement of submission must be waived by the Board; otherwise the application will not be complete and will not be accepted by the Board for review. Provide one (1) copy of each item except as otherwise specified:

I. Maps

A. Site Survey

The site survey will show the following information and conform to the following specifications:

1. Be in permanent black ink on reproducible polyester film, submitted in one (1) polyester film copy (for registration with the Merrimack County Registry of Deeds) and two (2) blue or black line paper prints (one paper

copy each for the applicant and for the Board). An applicant may submit additional copies for signature if required for other purposes.

2. Have sheet sizes in accordance with requirements of Merrimack County Register of Deeds but not smaller than 20" x 30" or as otherwise permitted by the Board.
3. Have scale no smaller than one hundred (100) feet per inch unless otherwise permitted by the Board.
4. Be prepared, signed and sealed by a N.H. Registered Surveyor.
5. Show complete boundaries and area of entire parcel; north point, bar scale, date, and dates of any revisions.
6. Show existing and proposed lot lines, angles and dimensions, lot sizes in square feet or acres, consecutive numbering of lots, monuments at lot corners.
7. Show location of existing and proposed easements and areas affected by existing and proposed covenants, reservations and restrictions, benefitting or burdening the property. "Easements" include, without limitation, conservation and "green space" reservations, old wells, water rights, and rights-of-way.
8. Show location of existing and proposed utilities, wells, septic systems, buildings, driveways, parking areas, storm water drainage lines, drainage structures, and drainage ways.
9. Show location and type of all proposed and existing survey monuments.

B. Topographic Map

The topographic map shall be drawn to the same scale as the site survey and shall show existing topography and proposed changes in topography at the following intervals:

<u>Grade</u>	<u>Contour Interval</u>
0-2%	2-foot plus spot elevations
2-5%	2-foot
5+%	5-foot

Also, all low points, high points and other areas needing spot elevations shall be shown. Contours shall be shown in dashed lines. Contour lines shall extend a minimum of two hundred (200) feet

beyond the subdivision boundary. Contour lines are to be actual and not interpretations of U.S. Geological Survey maps.

II. Access

If the subdivision involves a new driveway or an alteration of existing access to Town roads, the applicant must submit a completed application for a Town of Andover driveway permit.

III. Soils

Site soil tests and analysis as required under Section 5 of the Subdivision Regulations, including, without limitation, results of all soil tests including dates, locations by reference to soil map, percolation rates, soil profile with depth to ledge, clay, hard pan and existing and seasonal high water table. If the property is presently being farmed, describe the effect of the proposed subdivision on the farming activity.

IV. Sewage Disposal

The applicant should provide a septic plan certified by a N.H. septic engineer and approved by the N.H. Department of Environmental Services. Septic systems must be designed and constructed, at a minimum, in compliance with State Design Criteria; more stringent standards may be imposed in specific cases.

V. Surface Water Runoff, Sedimentation, and Erosion

All plans to control surface water runoff to protect surface water quality and prevent sedimentation and erosion.

VI. Preservation of Significant Natural and Historic Features

Identify and describe plans for the preservation and protection of significant scenic points, brooks, streams, water bodies, marshes, wetlands, wildlife habitat, other natural resources and historic buildings and features.

VII. Preservation of Farmland

Identify and describe plans for the preservation and protection of agricultural land designated by the U.S. Department of Agriculture Natural Resources Conservation Service as prime farmland, unique farmland or farmland of statewide significance.

VIII. Construction Plans

Plans of all areas to be disturbed for construction of streets, drives, drainage ways, and structures, sewer, water and electric lines, erosion and sediment control structures, and other areas to be disturbed for the construction of improvements. Plans shall be made with existing topography shown in dashed lines and proposed contours shown in solid lines at a contour interval no greater than two (2) feet.

IX. Title Matters

Provide one (1) copy of each of the following:

1. All present or proposed easements, covenants, reservations or restrictions benefitting or burdening the property. The location of all areas affected or to be affected thereby shall be clearly identified by appropriate reference to the site survey.
2. Names and address of all persons having a beneficial interest in the property.
3. Most recent deed to the property.

X. No Limitation on Requirements of the Subdivision Regulations;
Additional Information

Nothing in this application shall be construed to limit the requirements of the Subdivision Regulations.

The Board reserves the right to call upon the applicant for additional information beyond the requirements of this application in the course of reviewing the proposed subdivision. All such calls will be in writing, addressed to the applicant or the applicant's agent.

Date received by Board Chair: _____

Fees paid: \$ _____

Date of Planning Board Meeting at which application will be submitted:

Signature of Chair or Designee

Date(s) of Public Hearing(s):

Application

Approved _____

Disapproved _____

If disapproved, state reasons (add additional sheets as necessary):

RECEIPT

The Application for Minor Subdivision Approval of _____
submitted _____ is complete, all Filing Fees have been paid,
and the Application is accepted for review.

ANDOVER PLANNING BOARD

By: _____

Date: _____

**APPENDIX D TO, AND FORMING A PART OF,
THE ANDOVER SUBDIVISION REGULATIONS**

Town of Andover Planning Board

APPLICATION FOR MAJOR SUBDIVISION APPROVAL
(Required by N.H. Statutes 676:4)

Revision: September 11, 2018

Subdivision Approval Process Overview

A subdivision requires prior formal Planning Board ("Board") approval.

At a minimum, an applicant must carefully review the Town of Andover Subdivision Regulations (the "Subdivision Regulations") and, for all subdivisions other than a Minor Subdivision, complete and submit this Application for Subdivision Approval in accordance with Section 3.04 of the Subdivision Regulations, together with the appropriate fee, and attend (or authorize in writing an agent to attend) the meeting or meetings at which the Board considers the application. For subdivisions accepted by the Board as Minor Subdivisions, Appendix C may be used instead of this Application.

Prior to submitting this application, applicants are encouraged, but are not required, to request a nonbinding consultation with the Board pursuant to Section 3.02 of the Subdivision Regulations. A nonbinding consultation may shorten the overall approval process by identifying areas needing particular preparation by the applicant, and also identifying application or documentation requirements that may be waived. To schedule a nonbinding consultation, an applicant should contact the Board Chair and provide a written description of the proposed subdivision highlighting any unique features or requests together with a plan or survey that outlines the proposed buildings and site alterations and sets out all proposed boundary lines and approximate acreages. This plan or survey does not need to be definitive or certified, just sufficient to facilitate clear understanding of the applicant's intentions. There is no fee for a nonbinding consultation.

Whether or not an applicant has elected a nonbinding consultation, no subdivision may proceed (including sale of subdivided land or commencement of construction) without the prior approval by the Board of a Final Plat for the subdivision and registration of the Final Plat with the Merrimack County Registry of Deeds. Depending on the proposal, the Board may determine that approval for a subdivision or a project involving a subdivision requires a Site Plan Review (see the Town of Andover, NH, Site Plan Review Regulations) and/or consultation by the Board with the Town of Andover Conservation Commission, Town officials, or experts designated by the Board. In certain instances, the Board may require additional hearings, or hearings on specific aspects of the proposal.

Application Instructions

All provisions of the Subdivision Regulations apply to all subdivisions unless expressly waived by the Board. The applicant must therefore address each item in the application, either by providing the information and documentation required, or by requesting a waiver of such item by providing a complete and well-supported written explanation as to why such item does not apply.

To complete the application and initiate Board review, the applicant should complete and submit:

- (1) this application, with the blanks filled out,
- (2) an attachment that follows the numbering of this application that contains the applicant's responses to each requirement and identifies item-by-item the documents and information being submitted or sets out the applicant's request for waiver of the item and justification for such waiver,
- (3) the additional documents referred to in (2) above,
- (4) the fee required pursuant to Section 4 of the application, and
- (5) the further information and payment of costs, if any, required under Sections 3.05 and 3.06 of the Subdivision Regulations and, as relevant,
- (6) an application for a Town of Andover driveway permit.

The application should be completed and delivered to the Planning and Zoning Coordinator at least fifteen (15) days before the regular Board meeting at which the application will be formally submitted to the Board. One copy on paper is sufficient, but please also email to the Planning and Zoning Coordinator any documents that are available in electronic form in standard readable format (for example, PDF, Word, Excel). Once the complete application is received, the Board Chair will schedule a hearing on the application and notice will be publicly posted and also mailed to abutters, and, at the Board's discretion, other landowners in the vicinity, so that all interested persons will have an opportunity to attend and comment.

If the Board finds that the application is complete and all filing fees have been paid, the application will be accepted for review and the Board will record in the meeting minutes that it has made a favorable "completeness determination" with respect to the application.

The Board must begin formal consideration of the application within thirty (30) days of acceptance for review at the relevant meeting, and will act to approve or disapprove within ninety (90) days. Upon request by the Board, the time for action may be extended by the Select Board by an additional ninety (90) days.

1. Applicant:

Name: _____

Address: _____

Telephone: _____ Email: _____

2. Agent of Applicant: (If the applicant appoints an agent, all communications between the Board and the applicant will be through the agent.)

Name: _____

Address: _____

Telephone: _____ Email: _____

3. Name of Subdivision (if any): _____

4. Fees: The application will not be accepted for review until the fees set forth in the Town's current fee schedule are paid. Additional fees may be imposed by the Board during the review process to cover charges and disbursements of consultants to the Board including engineers, surveyors, lawyers, and community planners.

Plans and Documents to be Submitted

The following plans and documents must be submitted with the application or the requirement of submission must be waived by the Board; otherwise the application will not be complete and will not be accepted by the Board for review. Provide one (1) copy of each item except as otherwise specified:

I. Maps

A. Site Survey

The site survey will show the following information and conform to the following specifications:

1. Be in permanent black ink on reproducible polyester film, submitted in one (1) polyester film copy (for registration with the Merrimack County Registry of Deeds) and two (2) blue or black line paper prints (one paper copy each for the applicant and for the Board). An applicant may submit additional copies for signature if required for other purposes.
2. Have sheet sizes in accordance with requirements of Merrimack County Register of Deeds but not smaller than 20" x 30" or as

otherwise permitted by the Board.

3. Have scale no smaller than one hundred (100) feet per inch unless otherwise permitted by the Board.
4. Be prepared, signed and sealed by a N.H. Registered Surveyor.
5. Show complete boundaries and area of entire parcel; north point, bar scale, date, and dates of any revisions.
6. Show existing and proposed street right-of-way lines, dimensions of tangents, chords and radii; have points of curvature and tangency of curved streets; and angles to lot lines; have names of existing and proposed streets.
7. Show existing and proposed lot lines, angles and dimensions, lot sizes in square feet or acres, consecutive numbering of lots, monuments at lot corners.
8. Show location of existing and proposed easements and areas affected by existing and proposed covenants, reservations and restrictions, benefitting or burdening the property. "Easements" include, without limitation, conservation and "green space" reservations, old wells, water rights, and rights-of-way.
9. Show location of existing and proposed parks and other open space, and significant natural and manmade features.
10. Show location of existing and proposed utilities, wells, septic systems, buildings, driveways, parking areas, storm water drainage lines, drainage structures, and drainage ways.
11. Show location and type of all proposed and existing survey monuments.

B. Site Location Map

The site location map shall be drawn to a scale of one (1) inch to four hundred (400) feet and shall show the location of the proposed subdivision in relation to the general area of the subdivision, including all public and private roads and utility lines within five thousand (5,000) feet of the subdivision and all parcels of land, buildings, wells and private driveways within five hundred (500) feet of the subdivision.

C. Topographic Map

The topographic map shall be drawn to the same scale as the site survey and shall show existing topography and proposed changes in topography at the following intervals:

<u>Grade</u>	<u>Contour Interval</u>
0-2%	2-foot plus spot elevations
2-5%	2-foot
5+%	5-foot

Also, all low points, high points and other areas needing spot elevations shall be shown. Contours shall be shown in dashed lines. Contour lines shall extend a minimum of two hundred (200) feet beyond the subdivision boundary. Contour lines are to be actual and not interpretations of U.S. Geological Survey maps.

D. Soils Map

The soils map shall be drawn to the same scale as the site survey and shall show the location of all percolation test sites, soil test pits and borings, and soil mapping units and boundaries as classified by the U.S. Department of Agriculture Soil Conservation Service with such corrections as are required to reflect the results of all soil tests. A legend on the soils map shall identify soil mapping unit symbols and soil names. (See also Section III of this application.)

E. Hydrology Map

The hydrology map shall be drawn to the same scale as the site survey and shall show all surface water on and within two hundred (200) feet of the site including rivers, streams, intermittent streams, lakes, ponds, marshes, wetlands; areas of high and moderate ground water favorability; flood prone areas (see Section 2.22 of the Subdivision Regulations); and drainage ditches and swales.

II. Access

An analysis of the traffic to be generated by the proposed subdivision including direct and indirect volume of traffic, impact on the area surrounding the subdivision and the Town, capacity of the public roads leading to the area of the subdivision to serve the subdivision safely and efficiently, and statement of work required on existing roads serving or leading to the subdivision to meet the minimum road standards set forth in the Town's Subdivision Regulations. If the subdivision involves one or more new driveways or an alteration of existing

access to Town roads, the applicant must submit a completed application for a Town of Andover driveway permit.

III. Soils

Site soil tests and analysis as required under Section 5 of the Subdivision Regulations, including, without limitation, results of all soil tests including dates, locations by reference to soil map, percolation rates, soil profile with depth to ledge, clay, hard pan and existing and seasonal high water table, and analysis of suitability of soils in areas proposed for septic systems, roads, drives and buildings, including U.S. Soil Conservation Service rating of the affected soils for the proposed uses taking topography into account. If the property is presently being farmed, describe the effect of the proposed subdivision on the farming activity.

IV. Sewage Disposal

The certified expert's written opinion required under Section 4.07 of the Subdivision Regulations together with the applicant's proposed sewage disposal plans, including:

1. all computations and an analysis and description of impacts on surface and ground water quality, adequacy of site for septic system sewage disposal;
2. identification of area(s) proposed for back-up leach field(s) in the event of field failure; and
3. provision for an adequate buffer zone between all portions of a septic system (including area(s) reserved for backup leach field(s)) and surface water (see Section 4.07 of the Subdivision Regulations).

Septic systems must be designed and constructed, at a minimum, in compliance with State Design Criteria; more stringent standards may be imposed in specific cases.

V. Water Supply

Water supply plans, in detail, with a description and analysis of proposed water supply including computation of requirements and analysis of source in terms of flow rates and quality.

Public Water Supply systems (systems which will serve more than twenty-five (25) persons for sixty (60) days or more per year) must be designed and constructed, at a minimum, in compliance with State Design Criteria. For hook-up to existing water supply systems, provide two (2) copies of a

statement of acceptance into the system by the management of the existing water supply system.

VI. Surface Water Runoff, Sedimentation, and Erosion

The applicant shall submit a plan to control surface water runoff to protect surface water quality and prevent sedimentation and erosion. Such plan should include the following information:

1. Identification of all easements, documented or implied, for the drainage of surface water onto or across the property from other properties, and from the property onto or across other properties. Provide the documentation of any easements as part of the response to Item XVII of this application.
2. Identification of the complete watershed area within which the property is located with boundaries marked on the applicable US Geological Survey Topographic Maps.
3. Computation of rate of runoff before and after completion of the subdivision for a twenty-five (25) year, twenty-four (24) hour rainfall.
4. Computation of storm water drainage capacity based on estimated rate of runoff for a twenty-five (25) year, twenty-four (24) hour rainfall following completion of all phases of the subdivision including impact on downstream drainage structures.
5. Drawings, specifications and calculations for each proposed runoff, erosion and sediment control measure, including identification of and location of natural drainage ways on the property and surrounding area and the location of the proposed measures for runoff, erosion and sediment control. Provide for adequate buffer zones (not less than one hundred (100) feet measured horizontally) between developed areas (e.g. roofs, drives, parking areas, etc.) and surface water, with the distance measured to the top of the bank above the surface water.
6. Analysis and description of the impact of the proposed subdivision on surface water quality.

VII. Preservation of Significant Natural and Historic Features

Identify and describe plans for the preservation and protection of significant scenic points, brooks, streams, water bodies, marshes, wetlands, wildlife habitat, other natural resources and historic buildings and features.

VIII. Preservation of Farmland

Identify and describe plans for the preservation and protection of agricultural land designated by the U.S. Department of Agriculture Natural Resources Conservation Service as prime farmland, unique farmland or farmland of statewide significance.

IX. Solid Waste

Description and analysis of solid waste to be generated by the proposed subdivision and plan for disposal of wastes, including hazardous wastes, other than ordinary residential waste.

X. Open Space

Description of areas to be set aside for park or playground use, open space, or other public or private reservation, with designation of the purpose thereof and conditions, if any, of the dedication or reservation.

XI. Police Protection

A description of any feature of the proposed subdivision that may require more than routine police protection.

XII. Fire Safety

An analysis of and plans to assure fire safety including fire safety of buildings, access by fire fighters and equipment to the site and to buildings on the site, and availability and adequacy of water supply for fire fighting. Depending on the nature of the subdivision, an analysis of forest fire danger may be required.

XIII. Existing and Planned Land Use

A description of existing land use in the area of the proposed subdivision and any proposed changes known to the applicant. Comment on the impact of the proposed subdivision on existing and proposed land use in the area. For commercial subdivisions describe plans for screening and building placement.

XIV. Impact of Subdivision

Analysis of the proposed subdivision's direct and secondary fiscal impacts and direct and secondary impacts on population growth and school enrollment. The analysis should cover the development period on a year-by-year basis plus the fifth year following completion of the development. Fiscal impacts should be calculated on the basis of constant dollars and tax rates and assessment ratios in effect at the time the analysis is prepared. For subdivisions that are being carried out in phases, the analysis should reflect the timing and cumulative impact of all phases.

XV. Construction Plans

A. Plans

Plans of all areas to be disturbed for construction of streets, drives, drainage ways, and structures, sewer, water and electric lines, erosion and sediment control structures, and other areas to be disturbed for the construction of improvements. Plans shall be made with existing topography shown in dashed lines and proposed contours shown in solid lines at a contour interval no greater than two (2) feet.

Plans shall also display:

1. spot elevations,
2. soil types and boundaries shown in dotted lines,
3. existing tree lines and proposed trees and all other plantings,
4. edges of all paved or graveled areas,
5. location and size of all structures, piping and other materials,
6. horizontal curve data at street center lines,
7. center line stationing of all proposed roads at fifty (50) foot intervals, and
8. the location of all adjacent lot lines with the lot numbers of each lot taken from the site survey.

Plans shall be drawn at a scale of not more than one (1) inch equals fifty (50) feet.

B. Profiles

Profiles of all proposed roadways (including driveways) showing existing and proposed elevations along the center lines and all structures, piping and other materials. Profiles shall be drawn at a scale of one (1) inch equals fifty (50) feet horizontal scale and one (1) inch equals five (5) feet vertical scale.

C. Cross-Sections

Cross-sections of all proposed roadways at one hundred (100) foot stations and at all catch basins, bridges, or culverts showing the roadway and all areas to be disturbed for the construction of all proposed roadways, existing grades, proposed subgrades, proposed final grades, and all utilities and other structures. Cross-sections shall be drawn to a scale of not more than one (1) inch equals ten (10) feet. Both the horizontal and vertical scales shall be the same.

D. Details

Construction details of all roadways, curbing, sidewalks, drainage structures, sediment and erosion control structures and any other required improvements shall be shown at a convenient scale.

XVI. Performance and Maintenance Bond

1. Submit two (2) copies of the proposed bond or surety and security providing for and securing to the Town the completion of the actual construction and installation of all improvements and utilities and their maintenance for one (1) year.
2. Subdivider's engineer shall furnish to the Board an estimate of the full cost of all improvements.
3. The Planning Board may endorse acceptance of the bond or surety and security in the form endorsed by the legal counsel to the Town. Documents establishing the bond or surety or security are to be prepared and reviewed at subdivider's expense and approved by Town Counsel.

XVII. Title Matters

Provide two (2) copies of each of the following:

1. All present or proposed easements, covenants, reservations or restrictions benefitting or burdening the property. The location of all areas affected or to be affected thereby shall be clearly identified by appropriate reference to the site survey.
2. Names and address of all persons having a beneficial interest in the property.
3. Most recent deed to the property.

XVIII. Agency Approvals

Submit two (2) complete copies of all applications submitted to, communications with, and approvals from any Federal, State, or Town Agency having jurisdiction over any aspect of the proposed subdivision including, but not limited to, the following:

N.H. Department of Environmental Services

- Dredge and Fill Permit
- Septic Systems
- Water Supply Systems
- Shoreland Protection Permit
- Alteration of Terrain Permit

N.H. Department of Highways
- Driveway Permit

N.H. Fish & Game Department

Andover Board of Selectmen
- Building Permit
- Sign Permit

XIX. No Limitation on Requirements of the Subdivision Regulations;
Additional Information and Waivers

Nothing in this application shall be construed to limit the requirements of the Subdivision Regulations.

The Board reserves the right to call upon the applicant for additional information beyond the requirements of this application in the course of reviewing the proposed subdivision. All such calls will be in writing, addressed to the applicant or the applicant's agent.

The Board may waive the requirement of a perimeter survey of the entire parcel. Whenever the Board waives the requirement for a perimeter survey of the entire parcel, there shall be submitted instead a perimeter sketch which shall indicate the size and shape of the entire parcel, including perimeter boundaries based on available information, the location of any structures thereon, the names of all abutters, the location of the proposed new lot lines, the location and names of existing roads, the location and nature of important topographical features and other such information as will assist the Planning Board in reviewing the subdivision proposal.

Date received by Board Chair: _____

Fees paid: \$ _____

Date of Planning Board Meeting at which application will be submitted:

Signature of Chair or Designee

Date(s) of Public Hearing(s): _____

<u>Comments Received</u>	<u>Requested</u>	<u>Received</u>
<u>From:</u>		

Select Board		
Fire Department		
Police Chief		
Road Agent		
Conservation Commission		
School Board		

Application

Approved _____

Disapproved _____

If disapproved, state reasons (add additional sheets as necessary):

RECEIPT

The Application for Major Subdivision Approval of _____
submitted _____ is complete, all Filing Fees have been paid,
and the Application is accepted for review.

ANDOVER PLANNING BOARD

By: _____

Date: _____

APPENDIX E TO, AND FORMING A PART OF
THE ANDOVER SUBDIVISION REGULATIONS

ANDOVER PLANNING BOARD

Construction Details and Specifications for Land Development

SECTION 1 CONSTRUCTION SPECIFICATIONS

1.01 Construction of Roads, Streets, Drainage Facilities and Fire Protection Facilities

A. Materials - General: All materials to be used shall meet the requirements as specified, unless the same are altered by specific requirements under any itemized specification or by modifying notes shown on the approved plans. In the absence of specific reference to specifications, the material(s) to be incorporated into any project and the work performed are intended to conform to the New Hampshire Department of Public Works and Highways specifications, and determined by the Town Engineer.

1.02 Basis of Construction.

In order to assure the structural integrity of the subgrade and crushed stone foundation course, the following rules shall apply:

A. Underground utilities shall be constructed outside the traveled shoulder areas and ditches of the roadway.

B. Where utilities and/or culverts cross the roadway, the trenches shall be backfilled with acceptable bank run gravel or select earth backfill (approved by the Town Inspector) and shall be compacted in six (6) inch layers with vibrating compaction equipment. NOTE: The developer will be responsible for assuring compaction of all trenches crossing the roadway including utility trenches.

C. After properly shaping and obtaining approval from Town designated agencies of the subgrade, the crushed stone foundation course may be placed. The entire foundation course including shoulders, shall be thoroughly compacted with vibratory compaction equipment.

D. Where embankments (fills) are constructed under the roadway section, the entire height of the embankment shall be constructed with the use of standard and appropriate compaction equipment. This equipment shall consist of sheepsfoot rollers, vibratory rollers or similar equipment. The embankment area shall be compacted to 95% modified AASHO density. If required by the Town Inspector, the developer shall provide certified compaction test results from a competent soils testing laboratory.

1.03 Roadway Excavation

The entire roadway section shall be cleared and grubbed. All sod and topsoil is also to be removed from the roadway section and stockpiled on the site for later use. All stumps, brush, trees, and other rubbish shall be disposed of in a manner satisfactory to Town Inspector.

1.04

Subgrade Preparation

A. Work: All topsoil, other unsuitable soil and organic material shall be removed from the area under the "Typical Road Sections" prior to constructing or shaping the subgrade.

B. Method: The subgrade shall be excavated and shaped following the depth and alignment of the stakes established by the Project Engineer for this purpose. The stakes shall be at intervals of no more than fifty (50) feet and twenty-five (25) feet when ordered by the Town Engineer.

After excavation to the proper depth, the subgrade shall be graded and crowned $\frac{3}{8}$ inch for each foot of width on each side of the centerline and as shown on the "Typical Road Section". The subgrade shall then be rolled with a ten (10) ton or vibratory roller. Any unsuitable material found below the subgrade shall be removed and replaced with bank run gravel or select earth backfill approved by the Town Inspector. Should the subgrade become rutted, it shall be regraded and rolled prior to the placement of the crushed stone base.

No base material shall be placed over unstable trenches or soft spots in the subgrade. Should such a complication exist, the soil is to be removed and replaced with bank run gravel or select earth fill approved by the Town Inspector and thoroughly reshaped and compacted.

1.05

Road Base (Foundation Course)

A. Work: The contractor shall furnish and place a crushed stone base in two (2) lifts as shown on the "Typical Road Sections".

B. Material: The crushed stone shall conform to the standards established by ASTM Specification D2940 for Graded Crushed Stone Bases and Sub-bases. Where gravel base material is to be used, certification of the materials compliance with Division 300, Section 304, Items 1-3 of the New Hampshire Department of Public Works and Highways Specifications for Road and Bridge Construction must be supplied to the Town Engineer at least fourteen (14) working days in advance of the use of such material. All such certification must be compiled by a competent soils testing laboratory. In no case shall the material passing the No. 200 sieve be greater than ten percent (10%) by weight.

C. Method: The Base shall be placed on a graded, crowned and compacted subgrade free of ruts and disturbed earth as follows:

1. After proper shaping and compaction of the subgrade, the first layer of Course Dense Graded Crushed Stone Base shall be placed and graded, maintaining the specified crown of $\frac{3}{8}$ inch per foot of width and thoroughly compacted with a vibratory compactor producing a minimum dynamic vibration force of 27,000 lbs.

2. The final two (2) inches of fine dense Graded Crushed Stone Base shall be placed and graded to conform to the lines and grades shown on the plans and "Typical Road Section". The surface shall be graded, maintaining the specified crown of $\frac{3}{8}$ inch per foot of width and thoroughly compacted as noted in #1 above. any open or boney areas shall be choked with Crushed Stone Dust and thoroughly compacted. Compaction shall be from the outside edge of the shoulder to the centerline.

1.06 Asphaltic Concrete Pavement

A. Work: When required by the Board, the contractor shall furnish and construct a two-course asphaltic concrete pavement placed to conform to the required thickness and cross section as shown on the plans and on the "Typical Road Section" and further described in the following specifications.

B. Material: All material shall conform to Division 400, Section 401, Plant Mix Pavements of the New Hampshire Department of Public Works and Highways Specification for Road and Bridge Construction. Upon request, the contractor shall furnish the Town Engineer with written certification of the materials compliance with these specifications.

C. Method: Prior to the placement of the material, the base material will be cleared of any foreign material, e.g., soil, and graded and compacted as noted in 1.05 above.

The asphalt will be placed in two (2) courses consisting of a two (2) inch binder course and a one (1) inch wearing surface. The material will be placed with a self-propelled, crawler mounted, asphalt spreader operated by competent operators. Further, placement will comply with the specifications noted in 1.07B below. It should be noted that all thicknesses noted above are final compacted thicknesses and not placement thicknesses. Placement of the asphalt shall take place between May 1st and October 1st and only when the air and ground temperature, in the shade, at the paving site is 40 degrees or above. Weather conditions shall otherwise be satisfactory for proper handling and finishing the asphalt. At no time will "cold patch", "winter mix" or "farmers mix" be used.

Protection of new pavement shall be provided until properly set. This protection is necessary on subdivision streets where the traffic is primarily by cars starting and stopping or by trucks.

1.07 Drainage Structures

Culverts shall be constructed of vitrified clay, concrete, asbestos cement or bituminous coated corrugated metal pipe. Other pipe materials will be accepted only after approval by the Town Engineer.

A. All culverts shall be designed for proper strength classification by the Developers' Registered Professional Engineer with the calculations being submitted with the plans. When specifying the pipe to be used, the depth of cover, nature of foundation soil, type of bedding and trench width shall be considered. When design conditions cannot be met in the field, the developer shall be responsible for providing extra strength pipe, extra strength bedding, cradle or encasement so that design conditions are met. All pipe which falls under the roadway shall be designed so that it is capable of carrying H-20 loading at the pipe depth.

B. All culverts shall have both the inlet and outlet ends of the pipe protected by means of headwalls or rip-rap. Headwalls are to be constructed of either concrete or stone and shall be protected from any possible frost action. In no case will frozen concrete or mortar be accepted. When rip-rap is to be used, conforming to the roadway slopes, it shall comply with New Hampshire Department of Public Works and Highway Specification for Road and Bridge Construction Section 583, Rip-Rap. When approved by the Town Engineer, five (5) inch Crushed Stone may be considered. In the case of headwall construction, the following specifications from the above noted source shall apply:

1. Section 520, Concrete Masonry - Class B Concrete
2. Section 544, Reinforcing Steel
3. Section 570, Stone Masonry

C. Any special structures or construction shall be properly designed in accordance with and approved by the Town Engineer prior to the commencement of the work. Sufficient time must be allowed for the review of plans and specifications. Drainage inlets, headwalls, etc. shall be designed in accordance with these specifications and the typical details that follow.

D. All pipe, fillings, etc. shall be handled carefully so as to prevent damage. All joint surfaces and fittings shall be clean and shall fit in such a manner that all joints will be tight and free of leaks. Proper workmanship and tools shall be used when handling and installing the pipe so that the quality and strength is not impaired. Where, in the judgement of the Town Inspector, the quality of strength of the pipe has been impaired, the materials will be rejected.

E. Necessary precautions shall be taken at all times to prevent the flooding of adjacent property. Drainage ditches, necessary stream channel location or other positive means of diverting/controlling the water shall be employed. Water shall not be allowed to drain into a pipe or trench under construction. Water shall not be allowed to accumulate in the trenches but shall be drained or pumped away from the work area to established drainage channels.

F. In no case shall pipe be installed without grade stakes being set to the line and grade shown on the approved plans.

G. Prior to the installation of the pipe, the trench bottom shall be shaped flat to the designed line and grade. Low areas shall be filled to grade with suitable material and thoroughly compacted prior to installing the pipe. Where solid rock or boulders are encountered, the material shall be removed to a depth of at least eight (8) inches, and backfilled with suitable material and thoroughly compacted. When the trench bottom becomes soft, spongy or otherwise unsuitable, and special conditions are not specified on the approved plans, all such material under the pipe and for a width equal to three (3) diameters of the pipe shall be removed and replaced with gravel or other suitable material and thoroughly compacted.

H. Care must be taken when backfilling around and over the pipe. The backfill around the pipe and for a minimum height of twelve (12) inches above the pipe will be free of stone in excess of four (4) inches in its greatest dimension. This material will also be compacted in accordance with manufacturers specifications so that the pipe will be properly protected against deformation.

I. Where open drainage courses are constructed, all disturbed areas are to be seeded and/or rip-rapped as soon as possible after construction. When an area is not completed prior to October 1st, temporary seeding and mulching shall be applied to reduce erosion during the winter and spring.

1.08

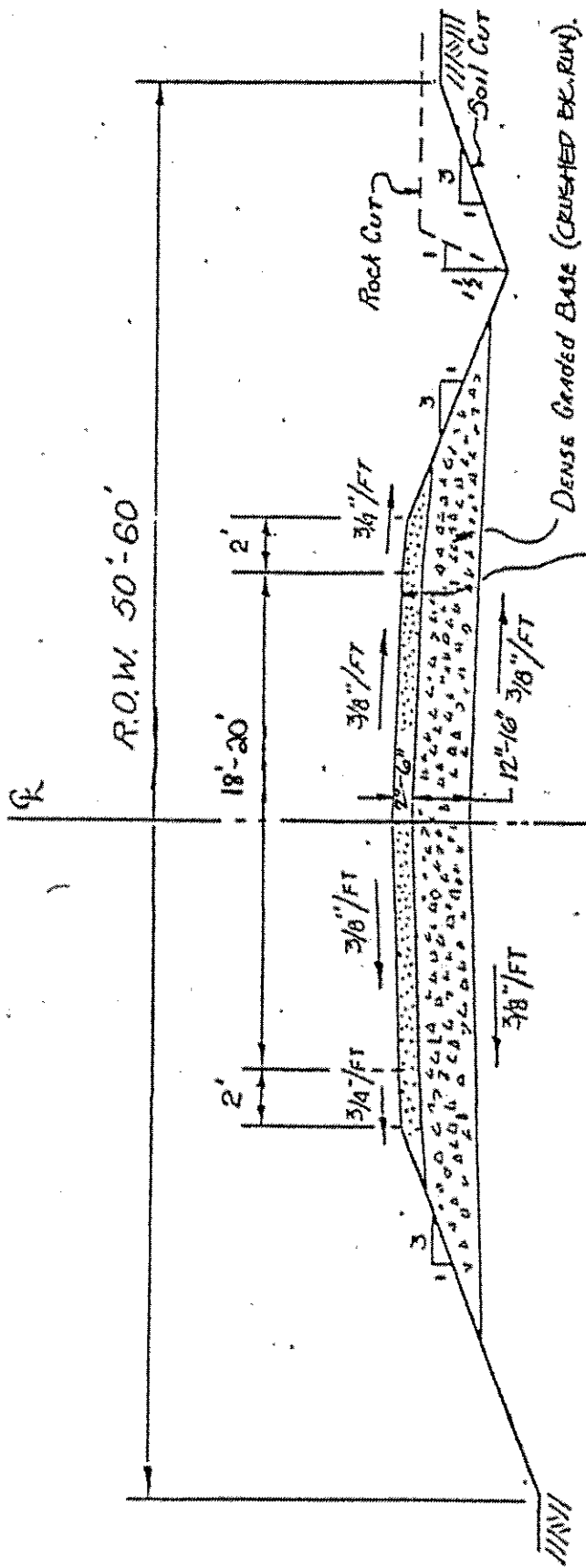
Fire Protection Facilities

The criteria established in Section 4.23, Fire Protection in the Subdivision Regulations for the Town will be complied with. Materials shall comply with those specified on the "Typical Details" unless otherwise approved in writing by the Fire Chief for the Town and/or the Town Engineer in concurrence with the Fire Chief.

A. Total Water Supply Required: This shall be the total minimum water supply available under all conditions. This further means the water available when the supply is covered with ice, at its seasonal low water level, silted in or similar phenomenon that can be technically or reasonably predicted.

B. Access: At no time shall any form of legal constraint(s) be placed on access to the water supply limiting access for fire fighting purposes. Access to the water supply will be provided so that fire equipment will be able to reach the supply at all times. Should the water supply be on private property, the Town shall be supplied with the necessary easements for access. An access road a minimum of twelve (12) feet in width and complying with the construction criteria for a "Local Minor Street" shall be provided with a sufficient turnaround. In no case shall the turning radii be less than fifty (50) feet or grades steeper than eight percent (8%).

C. Drainage: Care shall be taken to accommodate drainage along the access road and eliminate siltation of the water supply. All exposed areas shall be seeded and/or rip-rapped as soon as possible to reduce erosion and subsequent siltation. All rip-rap shall comply with Section 1.07B Drainage Structures above.



DENSE GRADED BASE (CRUSHED EX. RUN).

2" MAX. AGGREGATE. MINOR STREET THICKNESS TO BE 12", MAJOR STREET THICKNESS TO BE 16"

SURFACE COURSE TO CONSIST OF 2" OF

DENSE GRADED BASE (CRUSHED STONE),

3/4" MAX. AGGREGATE. ALL OPEN OR "BONEY"

AREAS ARE TO BE COVERED WITH STONE

DUST TO PROVIDE A TIGHT SURFACE.

WIDTH VARIATIONS ARE BASED ON STREET

CLASSIFICATION. SEE SECTION 4.11 - SUBDIVISION

REGULATIONS. SHOULD CRUSHED GRAVEL BE

APPROVED FOR THE SURFACE COURSE, THE

MINIMUM THICKNESS SHALL BE 6".

TYPICAL LOCAL STREET

MINOR = 0-18 VEHICLES/DAY

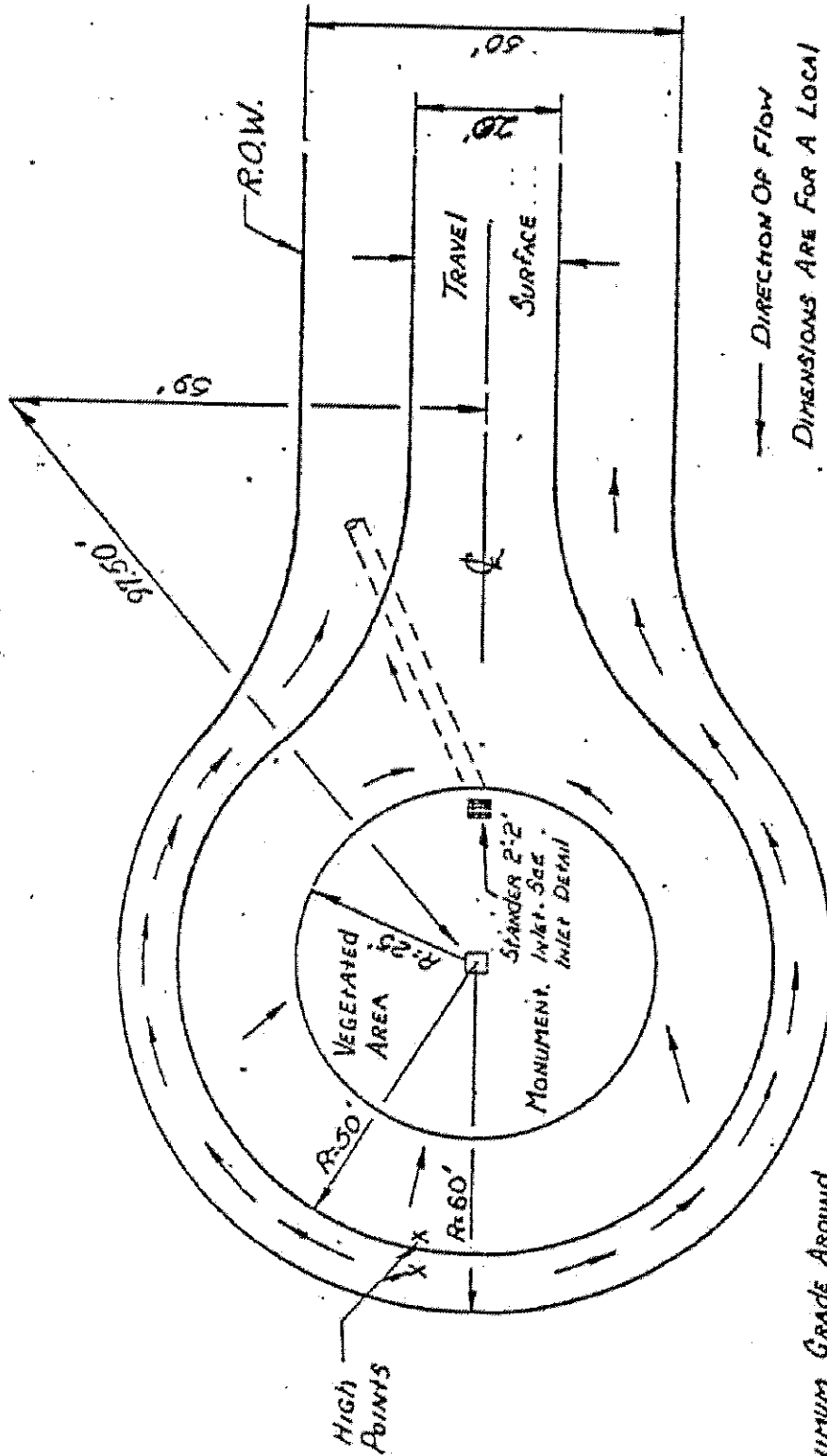
MAJOR = 99-98 VEHICLES/DAY

ALL EXPOSED SLOPES SHALL BE COVERED WITH TOP SOIL & SEEDS AS SOON AS POSSIBLE. ALL SLOPES IN EXCESS OF 5' IN HEIGHT MAY BE REDUCED TO 2:1 PROVIDED AN APPROVED GUIDE RAIL SYSTEM IS PROVIDED. CUT SLOPES IN SOLID ROCK MAY BE CUT TO 1:1 1/2 PROVIDED THE ROCK IS SOLID AND FREE OF LOOSE BROKEN ROCK.

GRAVEL ROADWAY Not To Scale

SULLIVAN COUNTY ENGINEER

DR: P.P. CR: P.H.F. 5/5/81

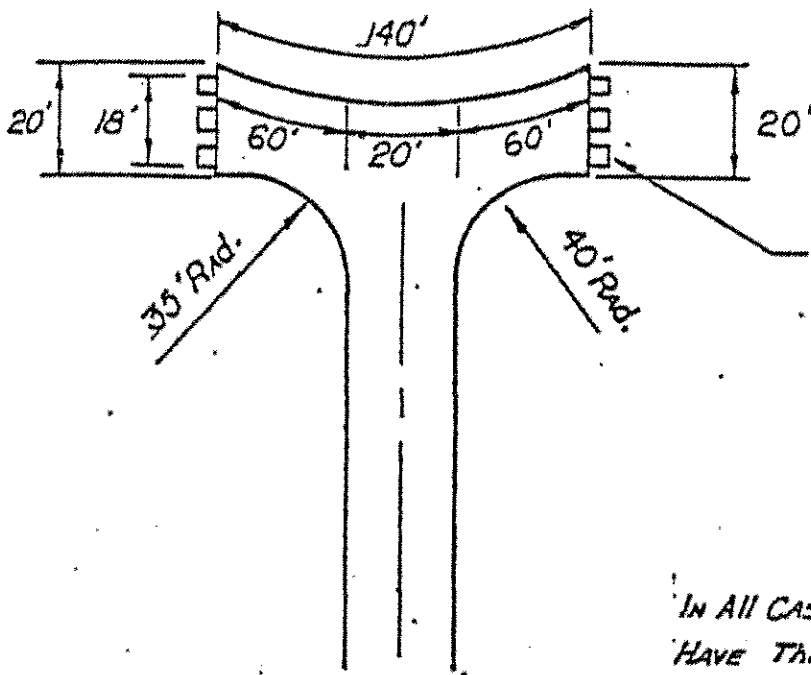


— DIRECTION OF FLOW
 DIMENSIONS ARE FOR A LOCAL
 MINOR STREET. DIMENSIONS FOR
 OTHER STREET CLASSIFICATIONS
 WILL VARY.

MINIMUM GRADE AROUND
 CUL-DE-SAC TO BE 0.5%.
 VARIATIONS OF THIS DETAIL
 MUST BE APPROVED BY
 THE TOWN ENGINEER.

TYPICAL CUL-DE-SAC-DETAIL

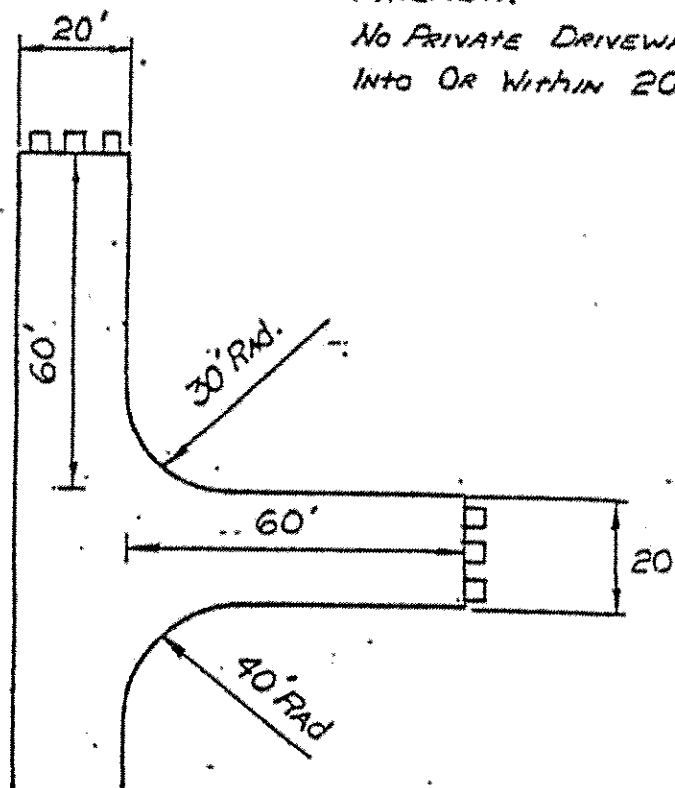
SULLIVAN COUNTY ENGINEER	
BY: R.P.	CK: 5/7/84



6" X 8" X 6' CEDAR GUARD
POSTS AT END OF PAVEMENT
2.5' TO BE ABOVE GRADE.

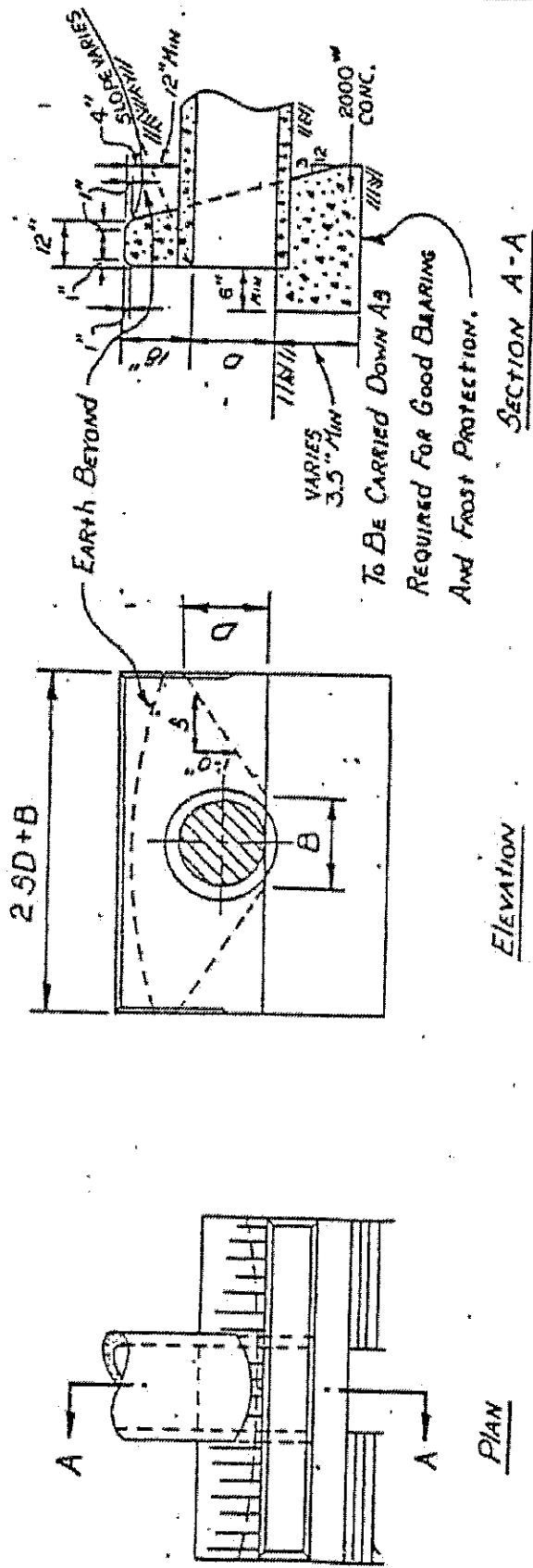
IN ALL CASES THE TURNAROUNDS ARE TO
HAVE THE SAME R.O.W. WIDTH AS
THE STREET ENTERING. R.O.W. TO
EXTEND A MIN. OF 10' BEYOND
PAVEMENT.

NO PRIVATE DRIVEWAYS TO EXIT
INTO OR WITHIN 20' OF TURNAROUND.



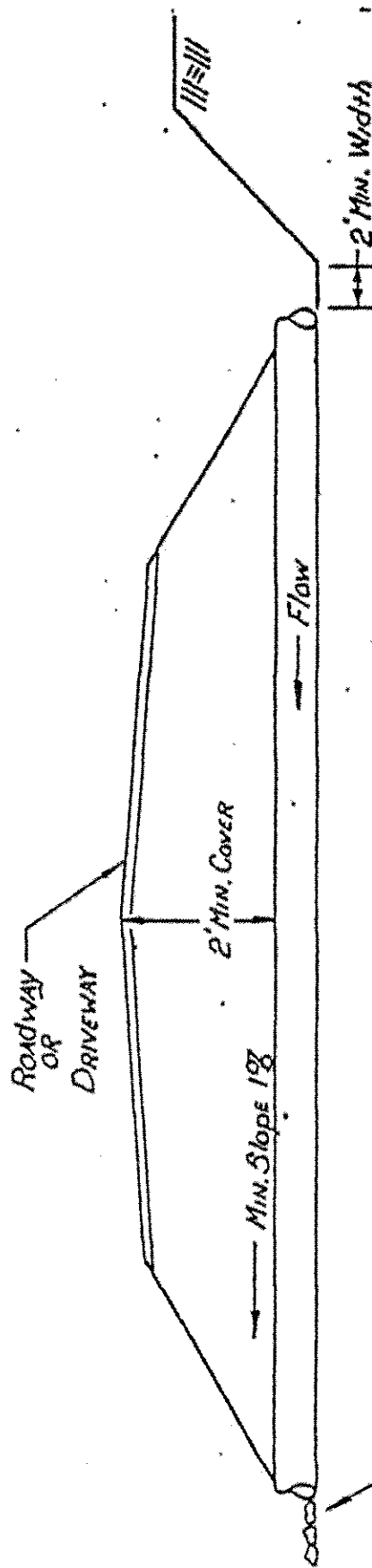
TYPICAL TURNAROUND

SULLIVAN COUNTY ENGINEER		
BY: RP	CK:	5/



TYPICAL CONCRETE HEADWALL

Sullivan County Ex	9
By: R.P.	CN: JHA
	5/11/81



STREAM INVERT TO BE
RIP-RAPED A MIN. OF
5' DOWNSTREAM.

TYPICAL CULVERT SECTION

SEE SECTION 1.07 DRAINAGE STRUCTURES
FOR DETAILS RELATED TO PIPE DESIGN,
BEDDING, HEADWALLS, RIP-RAP, ETC., SEE
TYPICAL HEADWALLS, RIP-RAP & END
SECTIONS ALSO.

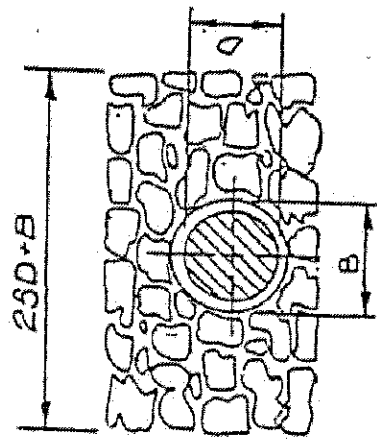
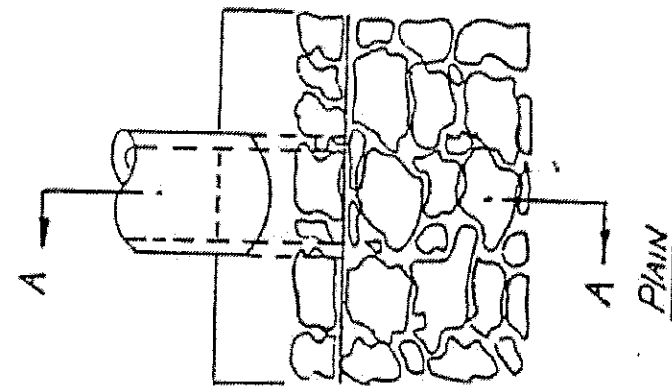
IN ALL CASES, THE INLET & OUTLET
ENDS OF THE CULVERTS WILL BE
PROTECTED BY MEANS OF A
HEADWALL, RIP-RAP, END
SECTION OR OTHER METHOD APPROVED
BY THE TOWN ENGINEER.

SULLIVAN COUNTY ENGINEER

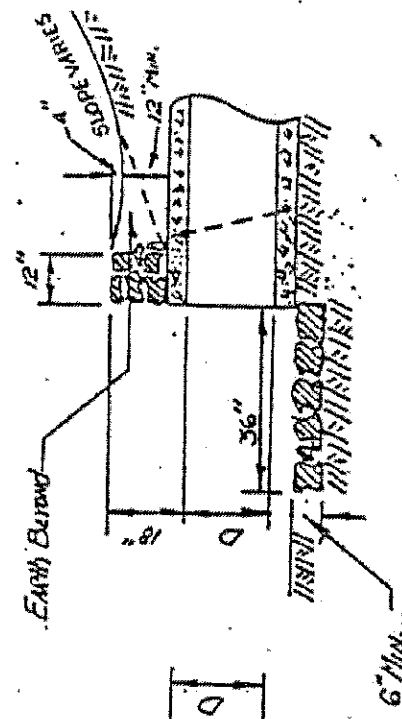
By: R.P.

CK: P.W.R.

5/1/01



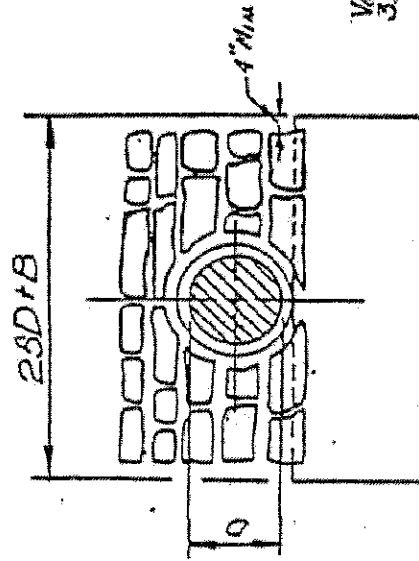
ELEVATION



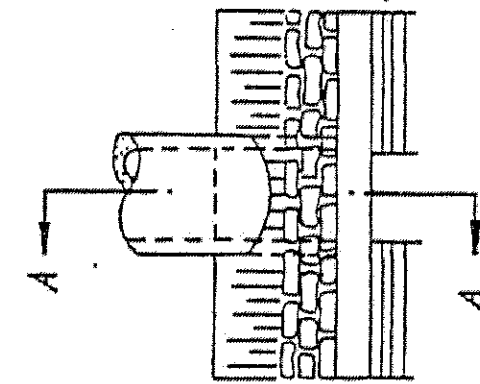
SECTION AA

TYPICAL DRY STONE MASONRY HEADWALL

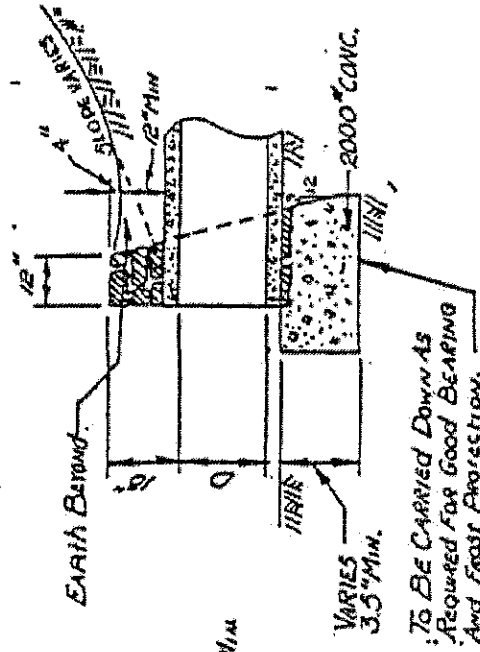
Sullivan County Engineer		
Br: R.P.	Ck: J.H.	J/12/81



ELEVATION



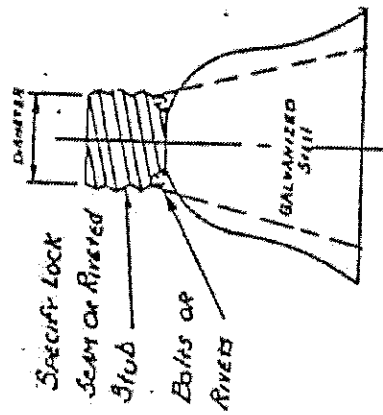
PLAIN



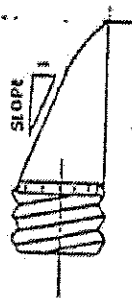
SECTION A-A

TYPICAL MORTARED STONE MASONRY HEADWALL

SULLIVAN COUNTY ENGINEER	5/12/81
By: R.P.	CK:

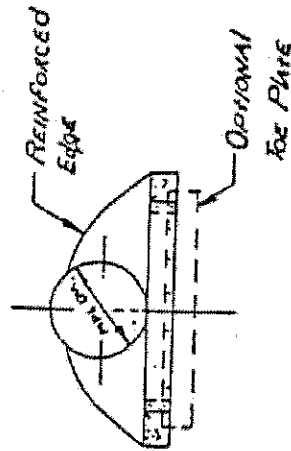


TYPICAL PLAN



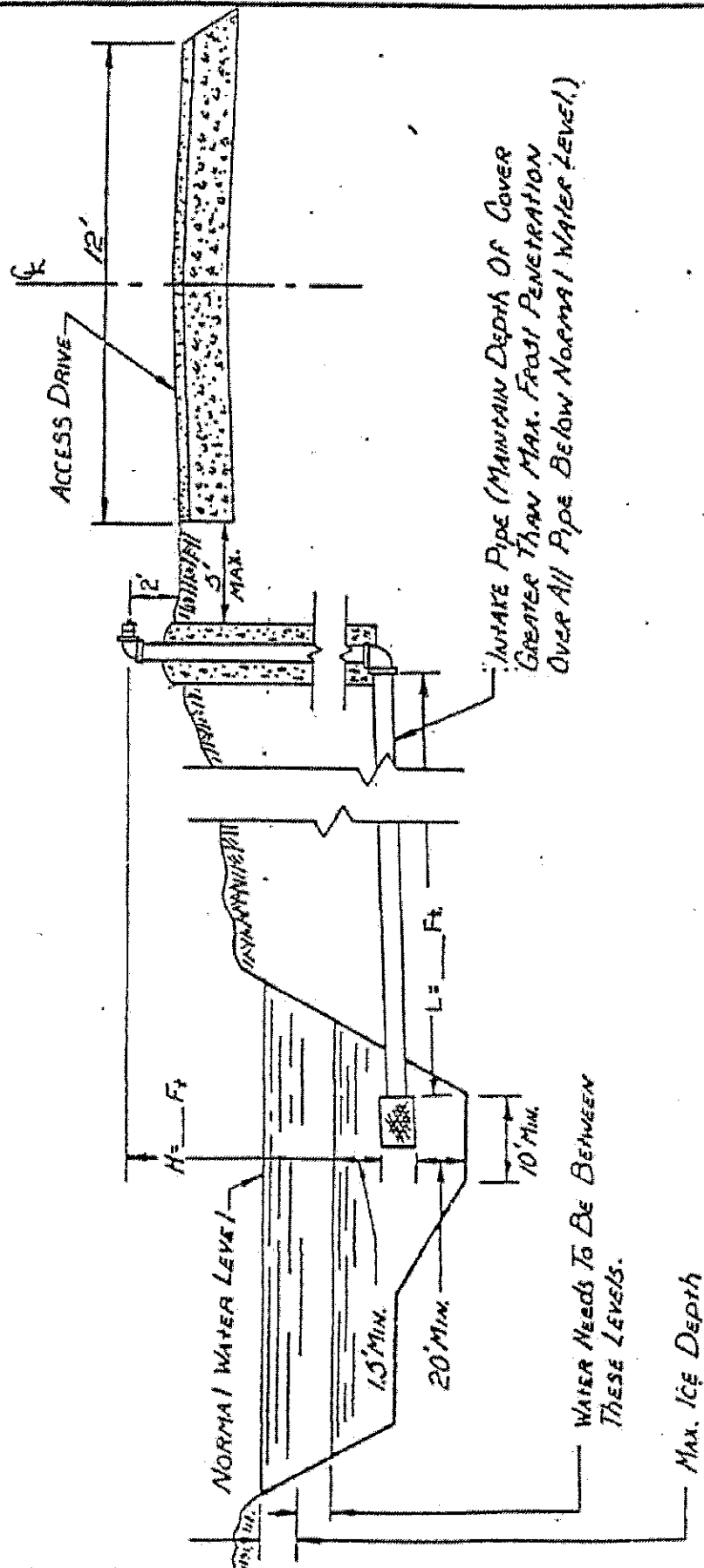
TYPICAL ELEVATION

TYPICAL CROSS SECTION,
PIPE OR PIPE-ARCH,
WITH #3 CONNECTION
TO LOCK SEAM OR RIVETED STUB



TYPICAL METAL END SECTION

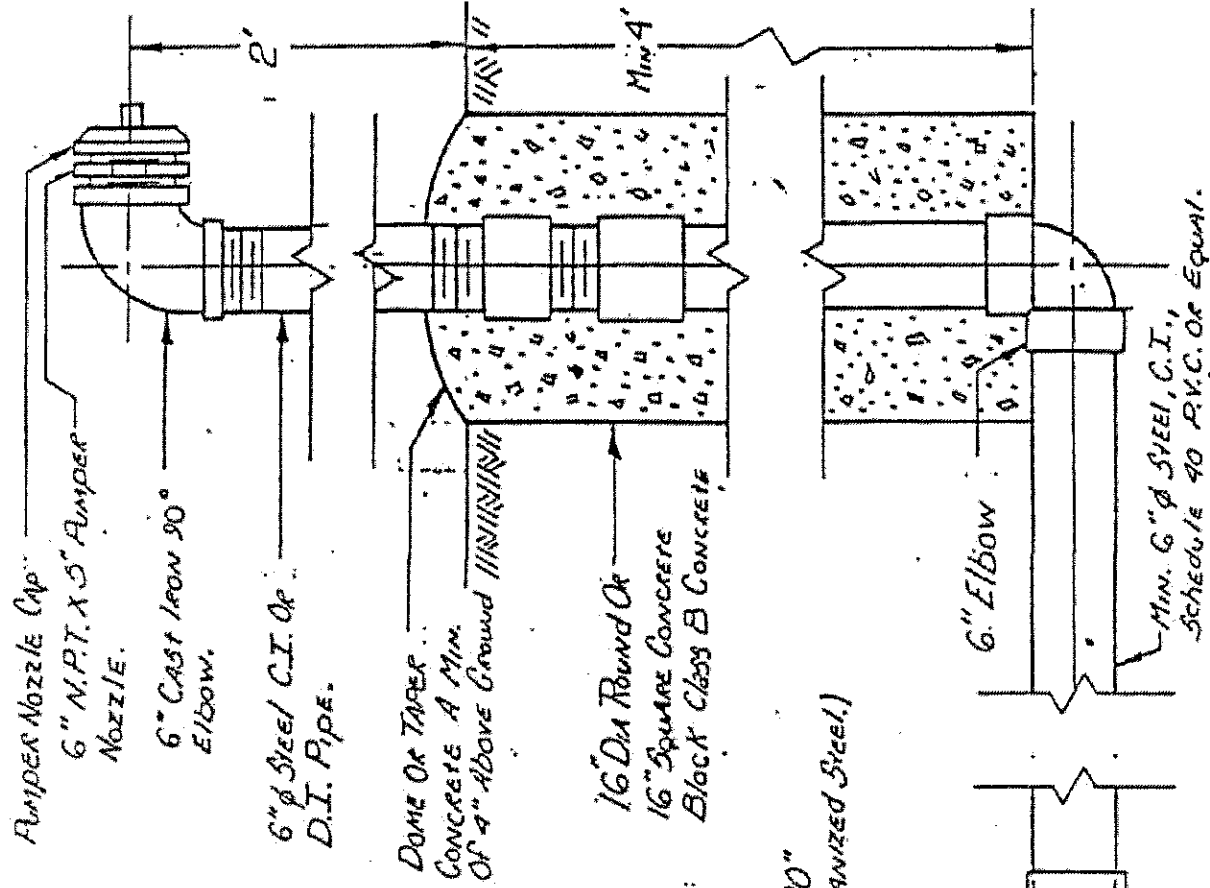
SULLIVAN COUNTY ENGINEER		
BY: R.P.	CK: K.H.	5/18/80



DULUTH COUNTY ENGINEER	CR: JAH	JAH/20
DR: R.P.	CR: JAH	JAH/20

H_t Must Not Exceed H_a

Total Suction Lift		Static Head Loss		HEAD LOSS	
		$H_t = \text{LIFT} + \text{INTAKE} + \text{H AND SCREEN PIPE}$		$H_a = \text{LIFT} + \text{INTAKE} + \text{H AND SCREEN PIPE}$	
For 250 g.p.m.		$H_t = () + (1.1) + (\frac{L \times 0.63}{100})$		$H_a = () + (1.1) + () = \text{--- Ft.}$	
For 500 g.p.m.		$H_t = () + (4.4) + (\frac{L \times 2.6}{100})$		$H_a = () + (4.4) + () = \text{--- Ft.}$	
For 750 g.p.m.		$H_t = () + (10.3) + (\frac{L \times 5.9}{100})$		$H_a = () + (10.3) + () = \text{--- Ft.}$	



INTAKE SCREEN 15" DIA. X 20"
(1/2" FLARE END EXPAND X GALVANIZED STEEL)

ALTITUDE (FEET)	ALLOWABLE LIFT (FEET)
0	23.0
500	22.5
1000	22.0
1500	21.6
2000	21.2
3000	20.4
4000	19.6
5000	18.8

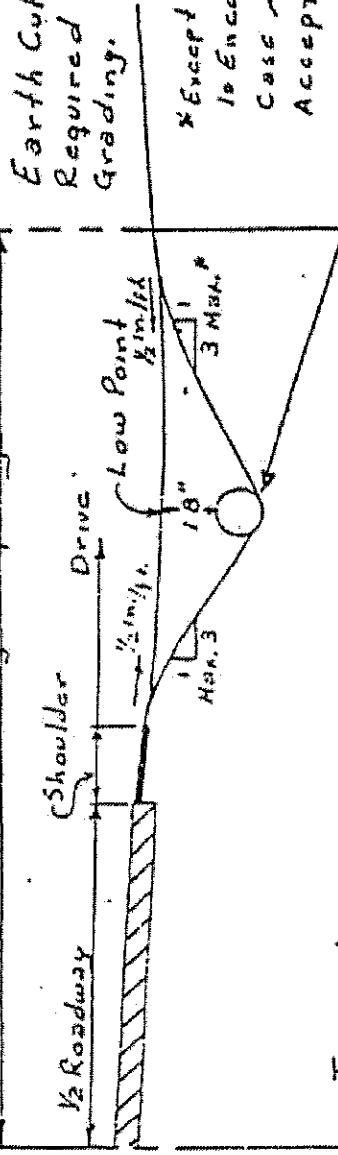
TYPICAL DETAIL OF HYDRANT

Line of Road

R.O.W. Line

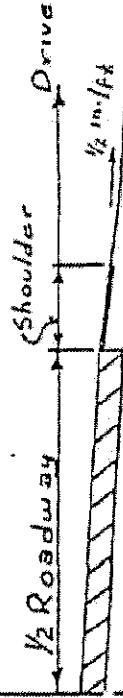
Applicant Will Be Responsible For Restoration Of Any Damage Within The R.O.W. of Will Seed, Fertilize, etc. To Prevent Erosion of Run off Water From Entering The Road.

1/2 of The Right-Of-Way (R.O.W.)



Typical Driveway Profile - Land Higher Than Road

1/2 of The R.O.W.



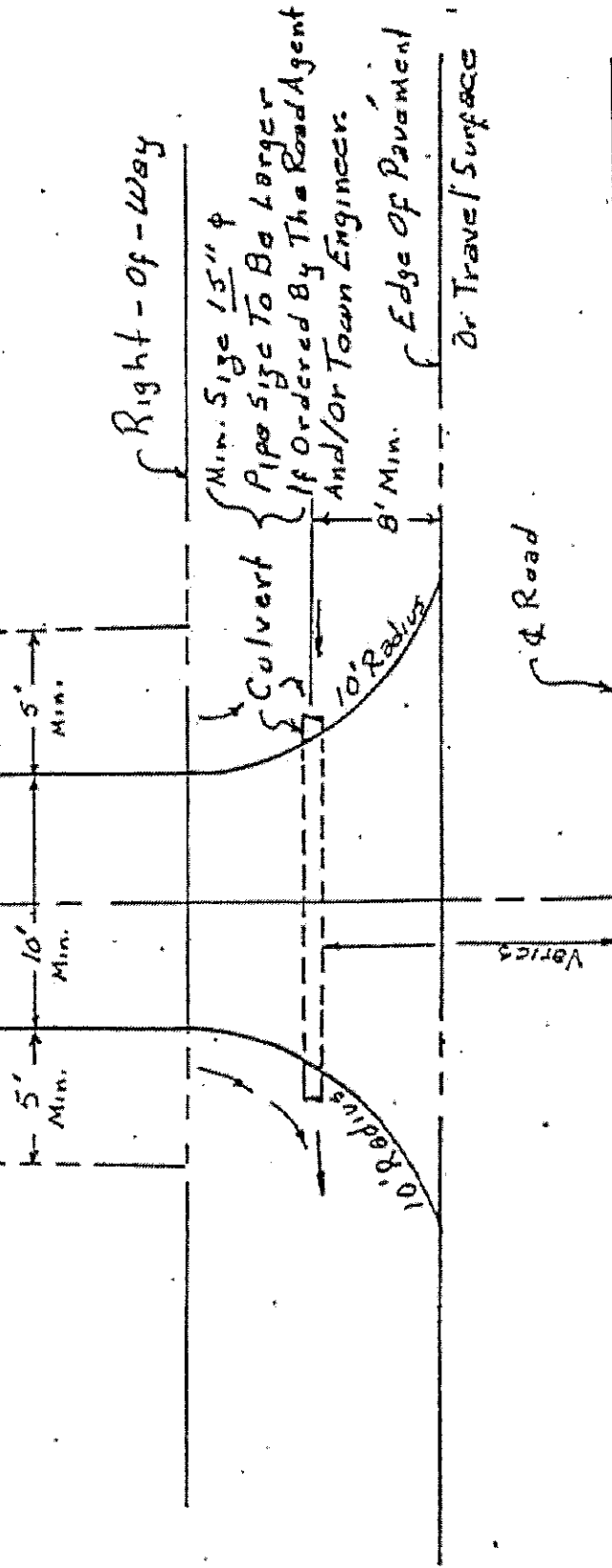
Typical Driveway Profile - Land Lower Than Road & No Ditch

Not To Scale

Sullivan County Cons. Dist.
L. H. Geil 1/16/76

The Recommended Minimum Drive Width Is 10' With A Minimum Of 5' Each Side For Drainage & Snow Storage.

See Typical Culvert Section For Culvert Installation.



Not To Scale

Direction Of Flow

Plan

Typical Driveway Approach

Sullivan County Const. Dist.
L.H. Geil 1/19/76

**APPENDIX F TO, AND FORMING A PART OF, THE ANDOVER SUBDIVISION
REGULATIONS**

SOIL CAPACITY LOT SIZING TABLES

TABLE 1- Page 1

MINIMUM LOT SIZE BY SOIL CLASSIFICATION
(Lot sizes in square feet)

SOIL TYPE	LOT SIZE	SOIL TYPE	LOT SIZE	SOIL TYPE	LOT SIZE	SOIL TYPE	LOT SIZE
111B	75,000	111C	80,000	111D	90,000	111E	NA
112B	105,000	112C	110,000	112D	120,000	111D	NA
114*	NA	11XB	110,000	11XC	125,000	11XD	160,000
11XE	NA	121B	75,000	121C	80,000	121D	90,000
121E	NA	122B	75,000	122C	110,000	122D	120,000
122E	NA	124*	NA	12XB	110,000	12XC	125,000
12XD	160,000	12XE	NA	161B	85,000	161C	90,000
161D	100,000	161E	NA	164*	NA	166*	NA
16XB	115,000	16XC	135,000	16XD	165,000	16XE	NA
211B	75,000	211C	80,000	211D	90,000	211E	NA
212B	105,000	212C	110,000	212D	120,000	212E	NA
213B	85,000	213C	105,000	213D	125,000	213E	NA
214*	NA	21XB	110,000	21XC	125,000	21XD	160,000
21XE	NA	221B	75,000	221C	80,000	221D	90,000
221E	NA	222B	105,000	222C	110,000	222D	120,000
222E	NA	223B	85,000	223C	105,000	223D	125,000
223E	NA	224*	NA	22XB	110,000	22XC	125,000
22XD	160,000	22XE	NA	231B	75,000	231C	80,000
231D	90,000	231E	NA	233B	85,000	233C	105,000
233D	125,000	233E	NA	234*	NA	23XB	110,000
23XC	125,000	23XD	160,000	23XE	NA	241B	85,000
241C	105,000	241D	125,000	241E	NA	243B	85,000
243C	105,000	243D	125,000	243E	NA	244*	NA
24XB	115,000	24XC	150,000	24XD	195,000	24XE	NA
251B	115,000	251C	155,000	251D	175,000	251E	NA
253B	115,000	253C	155,000	253D	175,000	253E	NA
254*	NA	25XB	150,000	25XC	205,000	25XD	240,000
25XE	NA	261B	85,000	261C	85,000	261D	100,000
261E	NA	263B	90,000	263C	110,000	263D	135,000
263E	NA	264*	NA	266*	NA	26XB	115,000
26XC	135,000	26XD	165,000	26XE	NA	275*	NA
311B	90,000	311C	115,000	311D	140,000	311E	NA
312B	120,000	312C	145,000	312D	175,000	312E	NA
313B	90,000	313C	115,000	313D	140,000	313E	NA
314*	NA	31XB	125,000	31XC	140,000	31XD	175,000
31XE	NA	321B	85,000	321C	105,000	321D	125,000
321E	NA	322B	110,000	322C	125,000	322D	155,000
322E	NA	323B	90,000	323C	115,000	323D	140,000
323E	NA	324*	NA	32XB	125,000	32XC	140,000
32XD	175,000	32XE	NA	331B	105,000	331C	125,000
331D	145,000	331E	NA	333B	105,000	333C	125,000
333D	145,000	333E	NA	334*	NA	33XB	140,000
33XC	175,000	33XD	210,000	33XE	NA	341B	105,000
341C	125,000	341D	145,000	341E	NA	343B	105,000
343C	125,000	343D	145,000	343E	NA	344*	NA

SOIL TYPE	LOT SIZE	SOIL TYPE	LOT SIZE	SOIL TYPE	LOT SIZE	SOIL TYPE	LOT SIZE
34XB	140,000	34XC	175,000	34XD	210,000	34XE	NA
351B	115,000	351C	155,000	351D	175,000	351E	NA
353B	115,000	353C	155,000	353D	175,000	353E	NA
354*	NA	35XB	150,000	35XC	205,000	35XD	240,000
35XE	NA	361B	100,000	361C	125,000	361D	150,000
361E	NA	363B	100,000	363C	125,000	363D	150,000
363E	NA	364*	NA	366*	NA	36XB	135,000
36XC	150,000	36XD	195,000	36XE	NA	375*	NA
411B	115,000	411C	155,000	412B	165,000	412C	205,000
413B	115,000	413C	155,000	414*	NA	41XB	165,000
41XC	200,000	421B	105,000	421C	140,000	422B	150,000
422C	180,000	423B	115,000	423C	155,000	424*	NA
42XB	165,000	42XC	200,000	431B	140,000	431C	165,000
433B	140,000	433C	165,000	434*	NA	43XB	195,000
43XC	235,000	441B	140,000	441C	165,000	443B	140,000
443C	165,000	444*	NA	44XB	195,000	44XC	235,000
451B	155,000	451C	210,000	453B	155,000	453C	210,000
454*	NA	45XB	205,000	45XC	285,000	45XC	285,000
461B	130,000	461C	165,000	463B	130,000	463C	165,000
464*	NA	466*	NA	46XB	180,000	46XC	205,000

The soil types listed below have one or more limiting characteristics which make the soil type "NA" [septic fields not allowed] or require on-site investigation, no matter what other characteristics of the soil may be present.

Soil Type Minimum Lot Size

5*** NA, poorly drained soil
 6*** NA, very poorly drained soil
 75 NA, floodplain soil
 66 NA, fill does not meet standards for fill material
 76** On-site evaluation needed

["*" means any slope or any number]

TABLE 2

INTERPRETATION OF TABLE 1 SOIL CODES

A. First Column -- Drainage Class

- | | |
|--------------------------------------------------------|-----------------------------|
| 1 - excessively drained | 2 - well drained |
| 3 - moderately well drained | 4 - somewhat poorly drained |
| 5 - poorly drained | 6 - very poorly drained |
| 7 - not determinable (to be used only with Symbol B-6) | |

B. Second Column -- Parent Material

- 1 - glaciofluvial deposits (outwash/terraces)
- 2 - glacial till material
- 3 - marine or glaciolacustrine deposits: very fine sand and silt deposits
- 4 - marine or glaciolacustrine deposits: loamy/sandy over silt/clay deposits
- 5 - marine or glaciolacustrine deposits: silt and clay deposits
- 6 - excavated, regarded, or filled
- 7 - alluvial deposits
- 8 - organic materials - fresh water

C. Third Column -- Restrictive Feature <if more than one applies, list the most restrictive>

- 1 - none
- 2 - bouldery, with more than 15% of the surface covered with boulders (stones larger than 12 inches in diameter)
- 3 - mineral restrictive layer(s) are present in the soil profile less than 40 inches below the soil surface - such as hard pan, platy structure, clayey texture. (For examples of soil characteristics that qualify for restrictive layer, see Soil Manual for Site Evaluations in New Hampshire, page 2-22, figure 2-8.)
- 4 - bedrock present in the soil profile 0 to 40 inches below the soil surface (bedrock is either a lithic or paralithic contact).
- 5 - subject to flooding.
- 6 - does not meet fill standards (only to be used with symbol B-6).

D. Fourth Column -- Slope Class

- B - 0 to 8%
- C - 8 to 15%
- D - 15 to 25%
- E - 25+%

TABLE 3 - Page 1

Minimum Lot Sizes by Soil Classification

[Table 3 is identical to Table 1, but for convenience soils are arranged by permitted lot size in ascending order. In the event of any inadvertent differences, Table 1 governs allowable size.]

LOT SIZE IN SQUARE FEET	SOIL TYPE
75,000	111B, 121B, 122B, 211B, 221B, 231B
80,000	111D, 121C, 211C, 221C, 231C
85,000	161B, 213B, 223B, 233B, 241B, 243B, 261B, 261C, 321B
90,000	111D, 121D, 161D, 211D, 221D, 231D, 263B, 311B, 313B 323B
100,000	161D, 261D, 361B, 363B
105,000	112B, 212B, 213C, 222B, 223C, 233C, 241C, 243C, 321C 331B, 333B, 341B, 343B, 421B
110,000	112C, 11XB, 122C, 12XB, 212C, 21XB, 222C, 22XB, 23XB 263C, 322B
115,000	16XB, 24XB, 251B, 253B, 26XB, 311C, 313C, 323C, 351B 353B, 411B, 413B, 423B
120,000	112D, 122D, 212D, 222D, 312B
125,000	11XC, 12XC, 213D, 21XC, 223D, 22XC, 233D, 23XC, 241D 243D, 31XB, 321D, 322C, 32XB, 331C, 333C, 341C, 343C 361C, 363C
130,000	461B, 463B
135,000	16XC, 263D, 26XC, 36XB
140,000	311D, 313D, 31XC, 323D, 32XC, 33XB, 34XB, 421C, 431B 433B, 441B, 443B
145,000	312C, 331D, 333D, 341D, 343D
150,000	24XC, 25XB, 35XB, 361D, 363D, 36XC, 422B
155,000	251C, 253C, 351C, 353C, 411C, 413C, 423C, 451B, 453B
160,000	11XD, 12XD, 21XD, 22XD, 23XD
165,000	16XD, 26XD, 412B, 41XB, 42XB, 431C, 433C, 441C, 443C 461C, 463C

TABLE 3 - Page 2

LOT SIZE IN SQUARE FEET	SOIL TYPE
175,000	251D, 253D, 312D, 31XD, 32XD, 33XC, 34XC, 351D, 353D
180,000	422C
195,000	24XD, 36XD, 43XB, 44XB
200,000	41XC, 42XC
205,000	25XC, 35XC, 412C, 45XB
210,000	34XD, 451C, 453C
235,000	43XC, 44XC
240,000	25XD, 35XD
285,000	45XC, 45XD

SOILS WHERE SEPTIC FIELDS ARE "NA" — NOT ALLOWED

111E, 112E, 114*, 11XE, 121E, 122E, 124*, 12XE, 161E, 164*, 166*,
 16XE, 211E, 212E, 213E, 214*, 21XE, 221E, 222E, 223E, 224*, 22XE,
 231E, 233E, 234*, 23XE, 241E, 243E, 244*, 24XE, 251E, 253E, 254*,
 25XE, 261E, 263E, 264*, 266*, 26XE, 275*, 311E, 312E, 313E, 314*,
 31XE, 321E, 322E, 323E, 324*, 32XE, 331E, 333E, 334*, 33XE, 341E,
 343E, 344*, 34XE, 351E, 353E, 354*, 35XE, 361E, 363E, 364*, 366*,
 36XE, 375*, 414*, 424*, 434*, 444*, 454*, 464*, 466*

See also notes to Table 1.

APPENDIX G TO, AND FORMING A PART OF, THE ANDOVER SUBDIVISION REGULATIONS

ROADWAY STANDARDS

INCLUDING REQUIREMENTS FOR DRIVEWAYS, SIDEWALKS, STREET AND INTERSECTION LIGHTING, UTILITIES, AND STUMP DISPOSAL

These Roadway Standards include both the written requirements stated in Sections 1 through 12 below and the drawings which follow those sections. In the case of conflict between written requirements and drawings, the stricter shall be used. Any matter not covered by either shall be governed by applicable standards of the New Hampshire Department of Transportation.

A. Street Design Standards

- I. Street Design: Proposed streets shall be in harmony and conformance with existing and proposed streets and the Town Master Plan. Street patterns shall give due consideration to contours and natural features. Where required by the Board, provision shall be made for the extension of the street pattern to abutting undeveloped property. Every proposed street in a subdivision shall be laid out and constructed as required by the following standards. In the case of any divergence between written standards and those set forth in drawings incorporated herein, the more stringent shall apply unless waived in writing for good cause stated.
 - A. All streets shall be constructed, and all bridges, culverts, drainage structures, storm sewers, gutters, drainage ditches, and other improvements required by the subdivision plat and accompanying documents, shall be installed in conformance with the standards and specifications set forth in this Appendix F. All subdivision streets shall be paved.
 - B. The plan of any proposed subdivision shall show all work required to connect and complete the improvements and utilities between the proposed street pattern and any connecting street in an existing subdivision.
 - C. Where a proposed subdivision abuts an existing street with an inadequate alignment, or right-of-way width, the subdivision plat shall include a street dedication of all land needed to meet the standards established by these regulations, and as approved by the Board. Where extra right-of-way width has been indicated for widening of existing streets, lots shall begin at such extra width line.

- D. Where a proposed subdivision abuts an existing subdivision, the subdivider shall make every attempt to design the street system of the proposed subdivision to connect with dead-end or "stub" streets of the existing subdivisions in order to permit safe and reasonable inter-subdivision traffic. Block length and width or acreage within bounding roads shall be such as to provide for convenient access, circulation control and safety of street traffic.
- E. Access to lots abutting both proposed new subdivision streets and existing Town or State streets shall be by the new subdivision streets, where appropriate in the judgment of the Board to minimize the number of driveways and/or new streets entering onto previously existing streets.
- F. The layout of the street pattern shall be based upon a local street system connected to a collector street system connected to an arterial system.
- G. Local residential streets shall be designed so as to discourage non-local through traffic.
- H. Local and collector streets shall not intersect with arterial streets less than eight hundred (800) feet apart, measured from center line to center line.
- I. Streets shall intersect so that within seventy-five (75) feet of the intersection (measured at the right-of-way lines) the street lines are at right angles. In no case shall the angle of intersection be less than seventy-five (75) degrees. The grade within one hundred (100) feet of an intersection shall not exceed two (2) percent. The grades of local streets at intersections with collector streets shall drop at the rate of one (1) foot in fifty (50) feet for a distance of fifty (50) feet from the edge of the traveled way of the existing street. No structure, planting, or embankment shall impair corner visibility.
- J. Intersections involving a junction of more than two streets shall be prohibited.
- K. Permanent dead-end streets shall not exceed one thousand (1,000) feet in length and shall terminate in a suitable "hammerhead" turnaround sized for both normal vehicular traffic and for the operation of snow removal equipment.
- L. Temporary dead-end streets, where future extension to another outlet is approved by the Board may exceed one thousand (1,000) feet in length, if permitted by the Board. In such cases, the full width of the right-of-way to the subdivision property line shall be reserved as a street right-of-way.
- M. If a dead-end street is of a temporary nature, a "hammerhead" turnaround shall be provided and provisions made for future extension of the street

through to adjacent property and reversion of the excess right-of-way to the adjoining properties.

N. The following standards shall apply to cul-de-sac streets:

1. The hammerhead turnaround at the end of a cul-de-sac street shall be located so that it drains toward its entrance and to the side of the road.
2. Unless there is the expectation of extending the street through to the adjoining property, a cul-de-sac street shall not be brought to the property boundary line, and shall be placed so that the lots can back on the property line of the subdivision.

II. Classification of Streets: The classification of existing streets shall be as defined in the Town Master Plan or by the Board where such Master Plan does not include such provisions. The standards of design set forth in this Appendix F shall apply to new streets.

The Board may modify the maximum and minimum gradient for short lengths of streets where, in its judgment, existing topographic conditions or the preservation of natural features indicate that such modification will result in the best subdivision of land. The Board may require greater width of right-of-way where, in its judgment, the demands of present or future traffic make it desirable or where topographic conditions create a need for greater width for grading.

1. Street Improvements: In rural areas, streets shall have a minimum travel surface widths and shoulders shall have minimum widths as prescribed herein. The Board may require a greater travel surface width and shoulders for Arterial or Collector streets. In urban or village areas, the Board may require a greater width of right-of-way and paving, together with curbs and sidewalks.
2. New Streets: In the case of a subdivision involving the construction of one or more new streets, any existing street which provides either frontage to new lots or direct or indirect access to new streets shall meet the minimum standards established herein for such street. Where a subdivision requires undue expenditures by the Town to improve existing streets to conform to minimum requirements, the Board shall disapprove such subdivision until the Selectmen shall certify that funds for the improvements have been assured to the Town.

The Board shall impose reasonable limitations on the subdivision of areas served by existing streets which do not meet the minimum standards established in these Regulations. Factors to be considered in establishing such limitations may include, but are not limited to, the following: the standard to which the Town presently

maintains such streets, the frontage and size of the proposed subdivision, the potential traffic increase from the proposed subdivision, the character and potential for development of the area served by such streets, the present and potential traffic on such streets and compliance with the Town's Master Plan. Such limitations shall be removed at such time as the Selectmen shall certify to the Board that funds have been assured to the Town to upgrade such streets to meet such standards.

B: General Roadway Standards

Construction plans shall be prepared and signed by a licensed professional engineer for all required improvements. Approval of the general development street plan will be required before allowing the construction of small integral phases of the plan. Map sheets shall be the same size as the final plat. Maps shall be separate from final plat maps. The construction plan shall have the following information:

1. Plans of all areas to be disturbed for construction of streets, drainage ways, and drainage structures, sewer, water and electric lines or other utilities, erosion and sediment control structures, and other improvements shall be shown in solid lines at a contour interval no greater than two (2) feet, plus spot elevations. Soil type boundaries, existing tree lines, proposed trees and other plantings and edge of all paved areas shall be shown in dotted lines.
2. Location and size of all structures, piping and other materials shall be provided. Centerline stationing of proposed roads shall be at one hundred (100) feet intervals.
3. The board of selectmen shall determine street address numbers of each new lot.
4. Plans shall be drawn at a scale of no more than 1" = 50'.
5. Profiles of all proposed roadways, shall show existing and proposed elevations along the centerlines of all proposed roads.
6. A detail plan shall be provided for all structures, piping, and other materials. Profiles shall be drawn at a scale of 1" = 50' horizontal scale and 1" = 4' vertical scale.
7. Cross Sections of all proposed roadways shall be provided at fifty feet (50') stations and at all critical locations showing the roadway and all areas to be disturbed for the construction of proposed roadways, existing grades, proposed subgrades, proposed final grades, and all utilities and other structures.

8. Cross Sections shall be drawn to a convenient scale of not more than one inch (1") = ten feet (10').
9. Construction details of all roadways, curbing, sidewalks, drainage structures, sediment and erosion control structures, and any other required improvements shall be shown at a convenient scale.
10. Plans and other information, indicating how increased runoff, sedimentation, and erosion shall be controlled during and after construction of required improvements.
11. The applicant shall also submit all information and certification of approval required by any State or municipal agency.
12. As early in the design process as the proposed location and grade of subdivision streets is reasonably certain, preliminary plans and drawings thereof shall be furnished by the applicant to the Town of Andover Road Agent for his review and comment.

C: Public Roadway Standards

The subdivision shall observe the following general requirements and principles of land subdivision:

1. The board of selectmen shall neither accept nor recommend any street for acceptance until the Board has approved the plan in accordance with the Subdivision Regulations.
2. The Board encourages roads that continue and interconnect with other roadways within or outside a proposed development and discourages dead end/ cul-de-sacs.
3. No subdivision approval shall be granted whose proposed roads enter or exit upon a Class VI road or less. The Board shall make final determination on all proposed roadway layout/design.
4. Intersecting property lines at street intersections shall be joined by a curve of at least a twenty (20) foot radius.
5. Grades of all streets shall conform in general to the terrain and shall not exceed eight (8) per cent unless waived by the board of selectmen for good cause stated in writing.
6. The board of selectmen shall have final approval of all new street names. All streets shall be named and street addresses assigned to comply with the

provisions of the "Enhanced 911 System" (N.H. RSA 106-H:10,I; RSA 106-H:7, VII).

7. Pavement and drainage facilities, curbs and sidewalks (when required), shall be installed and constructed in accordance with the standard specifications of the Town of Andover or as the board of selectmen may prescribe in the absence of relevant standard specifications.
8. The centerlines of no more than two streets shall intersect at any one point. Streets entering opposite sides of another street shall be laid out either directly opposite one another or with a minimum off-set of one hundred and fifty (150) feet between their center lines.
9. The Board may require that a proposed subdivision plan preserve such natural features as trees, streams, watercourses, and scenic views. The street and lot layout shall be adapted to the topography. Extensive excavation, grading and filling shall be avoided whenever possible.
10. Where a subdivision is traversed by a natural water course, drainage way, channel, or stream, there shall be provided a storm-water easement or drainage right-of-way conforming substantially with the lines of such water course and such further width or construction, or both, as will assure that no flooding occurs and all storm-water can be disposed of properly.

D: Requirements for On-Site Supervision and Inspection

1. All applicants who propose to do construction within a Town right-of-way or a proposed town right of way shall consult the board of selectmen to determine the inspection required during construction. The board of selectmen may appoint a supervisor or 'clerk of the works' at the subdivider's expense to act as that board's representative in supervision and inspection of construction of the proposed roadway system and all of its components. A subdivision inspection schedule will be determined at pre-construction conferences, but generally will consist of at least the following:

	<u>Description</u>	<u># On Sites</u>
(1)	Pre-Constructed conference/Site Walk (a) Sieve analysis for all fill/gravel material will be required at Developer's expense. (b) Compaction to be performed by independent contractor at Developer's expense and submitted to Town	1

(2)	After clearing and grubbing	1-2
(3)	After sub grading preparation	1-2
(4)	During underground utility placement	Varies
(5)	After bank run gravel placement	2-3
(6)	After crushed gravel placement	1-2
(7)	During base course of pavement placement	1
(8)	During final course of pavement placement	1
(9)	Preparation of punch list	1
(10)	Final inspection	1

- A. As each stage of construction is completed, the applicant will schedule any required inspection prior to commencement of the next stage.
- B. An "As-Built" Plan of the constructed roadway, prepared by a licensed land surveyor, shall be submitted on mylar reproducible and electronic format acceptable to the Town.

E: Roadway Design Standards

The roadway shall be constructed in accordance with the typical roadway cross-sections for rural roads, collector roads and arterial roads included with these specifications and in accordance with the following:

- Center lines of roadways shall coincide with center lines of street rights-of-ways and shall be designed using the following minimum standards:

Road	Rural Roads	Collector Roads	Arterial Roads
Vehicle traffic per day	0-750	751-1,500	1,501+
(a) Minimum R.O.W.	50 ft.	50 ft.	60 ft.
(b) Min. width of 4" Pavement	20 ft.	22 ft.	24 ft.
(c) Min. Shoulder width	2 ft.	4 ft.	8-10 ft.
(d) Min. grade	1.0%	1.0%	1.0 %
(e) Maximum grade	8.0%	8.0%	8.0%
(f) Maximum grade w/in 100 Ft. of intersection	2.0%	2.0%	2.0%
(g) Min. angle of intersection	75°	75°	75°
(h) Min. center line radii on curves	325 ft.	325 ft.	400 ft.
(i) Min. tangent length between reverse curves	100 ft.	100 ft.	100 ft.
(j) Maximum rate of super elevation per foot	.04 ft.	.04 ft.	.04 ft.
(k) Roadway crown (Min.)	3/8"/ft.	3/8"/ft.	3/8"/ft.

(l)	Intersection sight distance	300 ft.	300 ft.	300 ft.
(m)	Min. pavement radii at intersection	25 ft	25 ft	25 ft
(n)	Roadway base			
	(1) Sub-base	12"	12"	16"
	(2) Base	6"	6"	6"
	(3) Pavement Base Course	2.0"	2.0"	2.0"
	(4) Wearing Course	1.0"	1.0"	1.0"
(o)	Curb radii at intersections	25 ft.	25 ft.	25 ft.
	Less than 90 degree intersections	30 ft.	30 ft.	30 ft.
(p)	Design Speed MPH	35	35	35
(q)	Crest V>C> "K" Factor	40	40	55
(r)	Sag V.C. "K" Factor	45	45	55
(s)	Min. V.C. Length	125 ft.	125 ft	150 ft.
(v)	Max Cul-de-Sac Length	1000 ft.	1000 ft	1000 ft.
(v)	Dead end on Cul-de-sac Min. R.O.W. width	50 ft.	50 ft.	---
(w)	Maximum grade (w/Cul-de-Sac)	4%	4%	---

2. Multiply the appropriate vertical curve (V.C.) "K" factor by the algebraic difference in grades, in percent, to obtain the required V.C. length for the road's profile.
3. All roadway intersections shall be designed to have the specified corner sight distances specified herein.
4. All bridges shall be a minimum of twenty-four (24) feet wide, as specified in Specifications for Road and Bridge Construction, State of New Hampshire, Department of Transportation.
5. Minimum right-of-way, pavement and shoulder widths may be waived within open space subdivisions and for cul-de-sacs.

F: Staking

1. Before any clearing has started on the R.O.W., the centerline of the new road shall be staked and sides staked at one hundred (100) foot intervals. Side stakes to be set back off the R.O.W. at right angles from the center line so as to be out of the construction area and with stationing and distances to the center line of the road.
- 1 Limits of clearing shall be marked by stakes or flagging. Distances from the centerline shall be obtained from the cross sections.
- 2 After clearing and grubbing is done, road construction stakes shall be placed at one-hundred (100) foot stations, a minimum of 15 feet and a maximum of twenty

(20) feet off the center line, and grades shall be marked on the tops of side stakes. Cuts and fills shall be computed to finish grade of roadway and said cuts or fills shall be marked on side stakes.

G: Roadway Construction

1. Paving: The normal paving season shall be from May 1st to November 15th unless the applicant receives written approval from the board of selectmen. Under no circumstances will paving be allowed under the following conditions:
 - A. The sub-grade is frozen;
 - B. The sub-grade material is unsuitable or did not pass compaction tests;
 - C. The grades are not correct;
 - D. The air temperature is not 50 degrees and rising; and
 - E. Rain or snow.
2. All topsoil, stumps, brush, roots, boulders and like materials shall be stripped and removed between the slope lines of the proposed street. Wherever practical, natural vegetation outside of the slope lines shall be retained, protected and supplemented.
3. All debris, stumps and foreign material shall be removed from the roadbed area prior to the placing of fill or gravel. All construction debris and leftover materials shall be disposed of properly at an approved site.
4. Sub-base shall consist of 12" of bank run gravel for Collector and Rural roads or 16" of bank run gravel for arterial roads as defined by the State of New Hampshire Highway and Bridge Specifications; installed in two 6" or two 8" lifts respectively, compacted to a minimum of 95% of the soils standard proctor dry density.
5. All streets shall receive a 6" upper base course of crushed gravel as defined by the most recent addition of the State of New Hampshire Standard Specifications for Highways and Bridges. Said course shall be compacted to 95% of its standard proctor maximum dry density.
6. No stones, cobbles or boulders of greater than 4" shall be allowed in any of the aforementioned street base material courses.
7. Rural, collector, and arterial street surfaces shall consist of a 2.0" binder course of bituminous concrete pavement and a 1.0" wearing course of bituminous

concrete pavement. Both binder and wearing courses shall conform to the State of New Hampshire Highway and Bridge Specifications. The Board or the board of selectmen may require the installation of geotextile materials, in accordance with best construction methods

8. The street shall have a cross slope from centerline to edge of shoulder of $\frac{3}{8}$ " per foot and from edge of street to edge of shoulder of $\frac{5}{8}$ " per foot.
9. Ledge and boulders shall be removed to at least 18" below subgrade and replaced with sand or bank run gravel.
10. Fill, gravel and paving: All unsuitable material, as defined in the NHDOT's current Standard Specifications For Road and Bridge Construction, shall be removed to a depth of 4' below finished grade unless alternative construction methods have been approved in advance by the Board.
11. Solid fill, laid in compressed local layers no greater than 12" in depth, free from organic matter may be used no closer than 20" from finished grade of roads and 27" from finished grade of arterial roads. All courses to be measured after compaction and all courses shall meet the appropriate State of New Hampshire Standard Specifications for Road and Bridge Construction standards.
12. Road cut and fill: Side sloped in fills must have finished grades no steeper than four (4) feet horizontal and one (1) foot vertical (a 4:1 ratio, so-called) unless guardrails are provided with a minimum of two (2) feet horizontal and one (1) foot vertical (a 2:1 ratio, so-called). Slopes must be stabilized by loaming and seeding or though the use of "mulch and seed" in acceptable soil types. Roads in cuts may require the addition of perforated under-drains and/or geotextile fabric, laid in and to meet NHDOT Specifications. Under drains and/or geotextile fabric will be required if the test pits reveal that the seasonal high water table is within five (5) feet of the finished road grade.
13. The pavement shall be applied by a paving contractor in accordance with the State of New Hampshire Standard Specifications for Road and Bridge construction.
14. Approved street signs and culvert posts shall be installed as directed by the Board and paid for by the developer. All such signs shall be consistent in design and dimension with those used throughout the Town. Further, they shall be installed in conformance with the New Hampshire Traffic Control Standards Statutes and Policies latest edition. All street signs must be erected prior to the issuance of any building permits.
16. Bituminous pavement wearing course shall be installed by the developer after the sub-base and binder course has been in place for a minimum of one winter season which shall be defined as running from November 15th to April 15th.

Such installation shall be performed only at ambient temperatures which accord with best practices in the industry. Wearing course shall not be applied until roadway surfaces have been inspected and approved by the board of selectmen or its agent. Shim coat or tack coat will be required.

17. Topsoil shall be distributed to provide at least four (4) inches of cover to all areas disturbed between the right-of-way limits and the shoulders and shall be established by seeding and mulching or planting during the prime growing season, in time for such seeding or planting to become well established before the onset of winter.
18. Any work that requires impacts (fill, dredge, excavation, etc.) on wetlands or other jurisdictional areas (stream banks, lake and pond shores, and the like) requires coordination with the N. H. Department of Environmental Services Water Division to ensure that all applicable regulations are adhered to.
19. A "site specific" permit is required from N. H. Department of Environmental Services whenever a project proposes to disturb more than 100,000 square feet of terrain (50,000 sq. ft. if within the protected shoreland area), and construction activity that disturbs one or more acres of land needs a Federal storm water permit, issued by the U. S. Environmental Protection Agency. Selection and design of erosion control measures may be found in the publication "Stormwater Management and Erosion and Sediment Control Handbook for Urban and Developing Areas in New Hampshire", prepared by the Rockingham County Conservation District for the New Hampshire Department of Environmental Services, August 1992. Any updates or replacements of these guides shall apply upon their effective dates.

I: Driveways

All driveway permits for lots subdivided pursuant to these regulations must be issued by the Town's road agent prior to plan approval. All driveways connecting to Town roads must be built and maintained in accordance with the following specifications and the Town's separate driveway regulations.

1. To the maximum extent allowed by topography, one driveway entrance shall be provided for each two abutting lots in a subdivision. This entrance shall be located where the common boundary line dividing the lots meets the public highway, or as close thereto as reasonably possible. Where in the opinion of the Board such a common driveway entrance is not feasible by reason of geographic features, sight line requirements, or the cost of installation, the board may grant a waiver of this requirement.
2. Driveways cannot interrupt the natural or ditch line flow of drainage water. In some cases where shallow ditch lines or natural drainage courses exists,

driveways may be swaled at a point beyond the road shoulder to accommodate the flow of storm water. In no case shall the culvert pipe under a driveway be less than twelve-inch (12") diameter pipe. In some cases of potential greater than normal runoff in the roadside ditch, driveways must have sufficiently sized culverts installed and maintained by the home-owner or developer. The driveway culverts must be included in the drainage study and be shown on the plans.

3. An all season safe sight distance in each direction as designated in the Town of Andover Driveway Ordinance must be present for a driveway permit to be issued.
4. Driveways shall intersect the roadway at a preferred angle of 90 degrees but in no case shall the intersecting angle be less than 60 degrees.
5. Return radii for driveways shall not exceed 25 feet.
6. Any separate driveway serving only one lot must be set back at least 10 feet from any side lot lines .
7. Driveway aprons connecting to paved roads must be paved to the edge of the R.O.W.
8. Shared driveways will require a maintenance agreement submitted and approved by the Planning Board in recordable form.
9. No driveway will be permitted to be constructed within 50 feet of an intersecting street. Separation of 100 feet is desirable.
10. Maximum allowable driveway width shall be 20 feet not counting the flares. The desirable width shall be 12-15 feet and the minimum width shall be 10 feet.
11. Final driveway acceptance shall rest with the Town road agent.

J: Sidewalks

1. Sidewalks shall be required along all new roads within 2,640 feet of an Andover Elementary/Middle School facility or the main campus of Proctor Academy.
2. Sidewalks shall be required for developments for commercial, retail, and industrial districts, residential districts, and in all other districts where the Board determines that sidewalks are prudent to allow pedestrian access and safety.

3. Sidewalks 2 inches of thick asphalt, on a 4 inch gravel base, not less than and one-half (6.5) feet in width and no closer than twenty-two (22) feet to the street centerline shall be constructed on one or both sides of the street, as directed by the Board of Selectmen, when in the opinion of the Board such sidewalks are necessary.

K: Street Signs And Intersection Lighting

1. Intersection street lighting shall be installed where it is deemed appropriate by the Board, subject to approval by the board of selectmen. Payment for the installation of a new streetlight(s) shall be borne by the applicant.
2. Only full cut-off (FCO) street lighting shall be used.

L: Utilities

Prior to any new road construction, subdivision approval or the approval of new homes greater than three hundred (300) feet from the public roads, written preliminary approval must be included from all applicable utility services. Any plot plan, subdivision plan or town road construction plans must include underground or aerial service systems. Utility poles should be kept close to the right-of-way line and in no case in the ditch line and always well back from curb. Water and sewer mains should be constructed outside the surface area and preferably outside the ditch line.

M: Stumps

Stumps resulting from the road construction must be disposed of out of the road easement on land owned by the principals of the construction project which is to have a State of New Hampshire, Department of Environmental Service stump disposal permit or letter from the DES stating such a permit is not required. The location of the stump dump shall be shown on the final subdivision plan recorded with the registry of deeds. The Town of Andover will not accept stumps from such projects at the Transfer Station.

Please also see the drawings attached to Appendix E for further detailed requirements. In case of any divergence between the specifications herein and those in the drawings, the stricter shall apply.

