



Town of Henniker, New Hampshire
18 Depot Hill Road, Henniker NH 03242
(603) 428-3221 | www.henniker.org

DESIGN REVIEW APPLICATION

Property Address _____

Road Classification & Type _____

Tax Lot Number(s) _____

Zoning District(s) _____

Name of Project _____

Type of Application

- Major Subdivision (4 or more lots total) | *Number of Final Lots* _____
- Minor Subdivision (up to 3 lots total) | *Number of Final Lots* _____
- Lot Line Adjustment (no new lots created)
- Modification of Approval | *Date Approval Granted* _____
- Modification of Phasing Plan | *Date Approval Granted* _____

Is this an Open Space Residential Development Subdivision? Yes No

Will property be serviced by Town Water? Yes No

Will property be serviced by Town Sewer? Yes No

Type of Intended Subdivision (Check all that apply)

- Single Family (1-Unit Detached)
- Townhouse (1-Unit Attached)
- Duplex (2-Units Attached)
- Commercial
- Condominium Ownership
- Multifamily (3 or more Units Attached)
- Manufactured Housing (Mobile Homes)
- Industrial

FOR OFFICE ONLY:

Case Number: _____

Amount Rcvd: _____

Name of person/firm to return Escrow to: _____

Hearing Date: _____

Date Received Stamp: _____

Property Owner(s)*

Name _____	Name _____
Address _____	Address _____
Tel. # _____	Tel. # _____
Fax # _____	Fax # _____
Email _____	Email _____

*** If the property owner is not the applicant and/or wishes the applicant to act on their behalf, the property owner MUST provide a notarized letter (original) authorizing the applicant to file an application.**

Applicant

Agent or Landowner's Legal Representative

Name _____	Name _____
Address _____	Address _____
Tel. # _____	Tel. # _____
Fax # _____	Fax # _____
Email _____	Email _____

SIGNATURES

I, the property owner or Applicant as property owner's duly authorized agent, do hereby submit this Application and Plan for review as required by the Subdivision Regulations of the Town of Henniker, New Hampshire. I understand that by submitting this application, I agree to be fully responsible for payment of all fees, costs, and expenses incurred with respect to this application. I understand that if I am not the owner of the property named above, this application shall be signed by the owner(s) of the property showing recognition and approval of the subdivision application and approval for the Applicant/duly authorized agent to represent the owner(s) in this subdivision application. I further grant the Planning Board, Town Office Staff, and authorized agents the right to enter the premises at reasonable times for the purpose of gathering additional information during the review process and inspections of the project during its construction phase. **If the Applicant/Agent is not the property owner, signatures of both parties shall be notarized.**

Applicant/Agent: _____

Signature: _____

Date: _____

Acknowledgement:

State of _____, County of _____

on _____ before the undersigned officer, personally appeared the individuals above or satisfactorily proved to be the individuals whose names are signed.

Notary/Justice of the Peace (printed)

Notary/Justice of the Peace (signature)

My Commission Expires _____

Applicant/Agent: _____

Signature: _____

Date: _____

Acknowledgement:

State of _____, County of _____

on _____ before the undersigned officer, personally appeared the individuals above or satisfactorily proved to be the individuals whose names are signed.

Notary/Justice of the Peace (printed)

Notary/Justice of the Peace (signature)

My Commission Expires _____

Owner: _____

Signature: _____

Date: _____

Acknowledgement:

State of _____, County of _____

on _____ before the undersigned officer, personally appeared the individuals above or satisfactorily proved to be the individuals whose names are signed.

Notary/Justice of the Peace (printed)

Notary/Justice of the Peace (signature)

My Commission Expires _____

Owner: _____

Signature: _____

Date: _____

Acknowledgement:

State of _____, County of _____

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Notary/Justice of the Peace (printed)

Notary/Justice of the Peace (signature)

My Commission Expires _____

DESIGN REVIEW APPLICATION FEES

Additional fees for professional consulting may be required after the application has been received by the Planning Office. Additional funds may be necessary for any escrow accounts depending on the professional consulting required by the Planning Board.

	Fees	Qty	Cost	Total
Select 1	Modification of Approved Phasing Plan*	----	\$0	\$
	Modification of Previous Approval**	----	\$0	\$
	Lot Line Adjustment	----	\$190	\$
	Minor Subdivisions (3 or fewer lots)	----	\$315	\$
	Major Subdivisions (4 or more lots)	----	\$625	\$
	New Lots Created [per lot]		\$100	\$
Select 1	Major Subdivision Escrow	----	\$1,000	\$
	Minor / Lot Line Adj. Subdivision Escrow	----	\$500	\$
X	Newspaper Notice	----	\$125	\$
X	Abutters, Easement Holders, Applicant, Owners, Professionals Notice (from mailing label list) [per name]		\$10	\$
	GRAND TOTAL	----	----	\$

1. Three (3) sets of 1" x 2 5/8" mailing labels, containing names and mailing addresses of the abutters, property owners, agents, prospective Applicants, easement (conservation, preservation, and agricultural) holders, and any professional whose seal appears on the plans.
 - a. These names comprise the mailing notification list.
 - b. The list of abutters shall be based on the Town Hall records, shall include the mailing addresses of the owners and shall be prepared no more than five (5) days prior to submittal.
2. A clear, typewritten narrative description of the proposed project addressing its scope of operation, purpose, and projected impact on the immediate area of influence and on the town in general. The narrative shall include the name of the property owner, the prospective Applicant (if different), the property address, the map and lot number, and the zoning district of the lot. The narrative shall also state potential options which are reflected on the preliminary plan.
3. Seven (7) copies of a preliminary plan, and one (1) copy for each person on the notification list, in 11"x17" size, of the site and surrounding properties, prepared by the prospective Applicant, in sufficient detail to allow the Planning Board to discuss the proposal. In the event of an open space residential development, the same number of copies of the conventional subdivision plan shall also be provided.

4. Three (3) copies of a preliminary plan in 22"x34" size of the site and surrounding properties, prepared by the prospective Applicant, in sufficient detail to allow the Planning Board to discuss the proposal. In the event of an open space residential development, the same number of copies of the conventional subdivision plan shall also be provided.
5. Any requests for waivers of the any requirements.
6. The administrative and notification fees based upon the fee schedule as may be revised by the Board of Selectmen from time to time.
7. All materials submitted to the Planning Board shall be stamped by the prospective Applicant with "Design Review" designation.
 - a. Any other information that the prospective Applicant feels will be helpful.

APPENDIX B – ROAD DETAILS

Insert here:

“Henniker Standard Details” dated 3-8-2012 PDF-version