

TOWN OF SALISBURY, N.H.

SITE PLAN REVIEW REGULATIONS

I. AUTHORITY

Pursuant to the authority vested in the Town of Salisbury Planning Board voted on at the March 4, 1975 town Meeting in accordance with the provisions of Chapter 36, Section 9-a, New Hampshire Revised Statutes Annotated. 1955, as amended The Town of Salisbury Planning Board adopts the following regulations governing the review of non-residential site plans and multi-family development (in excess of two units) site plans, whether or not such development includes a subdivision or resubdivision of the site. These regulations shall be entitled "Site Plan Review Regulations, Town of Salisbury, N.H."

I-A. PURPOSE

The purpose of the Site Review procedure is to protect the public health, safety and welfare; to promote balanced growth, to promote the timing of development to prevent premature and uncoordinated development of land without the adequate provision of public services and facilities; to ensure sound site utilization; to avoid development which may result in negative environmental impacts; and to guide the character of development.

The Site Review procedure in no way relies on the developer, an agent, or an individual from compliance with the Town's Zoning Ordinance, Subdivision Regulations or any other ordinance which pertains to the proposed development. No site plan shall be approved until it complies in all respects to any and all pertinent ordinances and regulations.

II. PROCEDURES

Site Plan Review shall be conducted in accordance with the procedural requirements contained in the Board's subdivision Regulations, Section III D, for review of final plats, including notice to abutters and public hearing. The developer shall be responsible for fees and costs as set forth in these Regulations, and the definitions in the Subdivision Regulations and the Zoning Ordinance and Building Regulations shall prevail. No building permit shall be issued until approval of a site plan by the Planning Board is granted. The decision of the Board shall be reached within 90 days of the date of the Board meeting at which the Applications for Site Plan Review first appears on its agenda, unless the Board requests, and the Selectmen grant, a 90-day extension.

III SUBMISSIONS

- A. An Application for Site Plan Review and Approval must be filed with the Board, properly filed out and with an attached list of abutters, a site plan and such other materials as the Regulations may require.
- B. The Site Plan, mylar and three copies drawn by a registered engineer or land surveyor at a scale not less than 50' to 1" overall size not to exceed 22" x 34"

shall show the area of the lot, its location in the town, contour lines at 5' vertical intervals, a North arrow, a title box, a box for the Board's endorsement when approved, and the data set forth in Section IV.

- C. A fee of \$50.00 per site and \$3.00 per abutter shall accompany the Application for Site Plan Review. The applicant will be provided with a receipt.

IV. REQUIRED SITE PLAN DATA AND EXHIBITS

The following details are required on the site plan or accompanying sketches, plans or exhibits:

1. Sketch of site showing existing natural features including water courses and water bodies, trees and other vegetation, topographical features and any other features that should be considered in the site design process.
2. Plan of all buildings with their type, size, location (set backs) and elevation of the first floor slab indicated.
3. An elevation view of all buildings indicating their height (note height limitations in zoning ordinance), bulk and surface treatment.
4. Location of off-street parking and loading spaces with a layout of the parking indicated.
5. The location, width, curbing and type of access ways and egress ways, plus streets within and around proposed site.
6. The size and proposed location of water supply and sewage facilities and provision for future expansion of sewage and water facilities and all distances from existing water and sewage facilities on the site and on abutting properties to a distance of 200'.
7. The type and location of solid waste disposal facilities.
8. The location, elevation and layout of catch basins and other surface drainage features.
9. Existing and proposed contours and finished grade elevations-al contours shall be a minimum of 5' intervals.
10. The type, extent and location of existing and proposed landscaping and open space areas indicating what existing areas of both types will be retained.
11. The location, size and design of proposed signs and other advertising or instructional devices.

12. The size and location of all public services connections-gas, power, telephone, fire alarm, overhead or underground.
13. The location and type of lighting for all outdoor facilities.
14. Lines of all existing adjoining streets.
15. Surveyed property lines showing their deflection angles, distances, radius, lengths of arcs, control angles along property lines, monument locations and names of all abutters within 200'.
16. If a subdivision, then lines and names of all proposed streets, lanes, ways or easements intended to be dedicated for public use-all Subdivision Regulations shall apply.
17. Any other exhibits or data that the Planning Board may require in order to adequately evaluate the proposed development for Site Review.

V. GENERAL STANDARDS FOR SITE DEVELOPMENT

1. Design of development should fit the existing natural and man-made environments with the least stress:

Site preparation to be conducted with minimal disturbance of existing vegetation. Stripped topsoil to be piled for reuse on site; a minimum of 4" of topsoil to be placed on disturbed, unpaved areas. Site to be adequately landscaped, using natural vegetation as appropriate.

Grading and filing must be conducted to minimize the alteration of surface and subsurface drainage to, toward or across abutting property, unless the written consent of the owner(s) is obtained and placed in the record.

2. Appropriate buffers and screening are to be maintained or installed to provide privacy and noise reduction to abutting residential areas and to reduce visual pollution. Buffer strips to contain vegetation to adequately screen non-residential uses from residential areas during both summer and winter months. Storage areas and litter collection areas to be screened. A landscaping plan may be required.
3. Sufficient off-street parking must be provided to accommodate employees, occupants and visitors and off-street loading and unloading areas must be provided for trucks and other vehicles. No parking or maneuvering should be forced into a public way. Such areas are to be constructed so as to minimize dust, erosion, and run-off conditions that would have a detrimental effect on abutting or neighboring properties. Sidewalks may be required for pedestrian safety.

4. Care shall be taken to ensure that stripping of vegetation, regarding or other development, will be done in such a way as to minimize soil erosion.
5. Outdoor lighting shall be restricted to that which is necessary for advertising and security of property and shall not glare on abutting properties or on public ways
6. Access to public streets shall meet the requirements of the New Hampshire Department of Public Works and highways and/or the Town, an such permits as may be required shall be obtained before he Board's final action is taken.
7. Water supply sewage disposal systems must be sized to adequately meet the needs of the proposed use under the regulations of the New Hampshire Water supply and Pollution Control Commission and/or the Town. The developer shall be required to provide the necessary percolation tests and submit such tests together with the proposed plan to the able named commission for its consideration and approval. Such approval is needed before Site Plan approval can be given.
8. SPECIAL FLOOD HAZARD AREAS: All site plan proposals governed by these Regulations having lands identified as Special Flood Hazard Areas in the "Flood Insurance Study for the town of Salisbury, NH" together with the associated Flood Insurance Rae maps and Flood boundary and Floodway maps of the Town of Salisbury, dated April 15, 1986, or later revisions, shall meet the following requirements:
 1. Site plan proposals, including their utilities and drainage, shall be located and designed to be consistent with the need to minimize flood damage.
 2. All public utilities and facilities, such as sewer, gas, electrical, and water systems shall be located and constructed to minimize or eliminate flood damage.
 3. Adequate drainage shall be provided to reduce exposure to flood hazards.
 4.
 - a. New and replacement water systems, including on-site systems, shall be located, designed, and constructed to minimize infiltration and avoid impairment.
 - b. New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters.
 - c. On-site waste disposal systems shall be located to avoid impairment to them or contamination from them during flooding.
 5. In riverine situations, prior to the alteration or relocation of the watercourse, the applicant for such authorization shall notify the New Hampshire Civil Defense

Agency, Wetlands Board, and submit copies of such notification to the Planning Board and the Federal Emergency Management Agency, further, the applicant shall be required to submit copies of said notification to those adjacent communities as determined by the Planning Board.

6. Within the altered or relocated portion of any watercourse, the applicant shall submit to the Planning Board certification provided by a registered professional engineer assuring that the flood carrying capacity of the watercourse has been maintained.
7. Site plan proposal greater than 5 acres shall include 100-year flood elevation data.
(*Subsection H. amended April 7, 1986*)

VI. INSPECTIONS AND BONDING

- A. Should the Board determine the necessity, a registered engineer hired by the Town shall inspect all site improvements. The developer shall pay the cost of the Board's employment of said engineer and the costs of any inspection(s) and test(s) deemed necessary by the Board or engineer. A letter certifying to the developer's concurrence with the provision of this section shall be filed with the Board as part of the Site Plan review application.
- B. The Planning Board may require a performance bond, the amount to be determined by the Board, in the form of a passbook savings deposit or a bond to be posted by the developer and held by the Town until the Board is satisfied that all conditions of the Site Plan approval and any other pertinent zoning ordinances, subdivision regulations and building regulations have been met. The bond may be released in part when specific sections of the requirements have been met and approved, or when the project is substantially completed.

VII. WAIVER

The Planning Board may waive any requirements listed in these regulations if it determines that such requirement does not apply to the proposed development.

VIII. MISCELLANEOUS PROVISIONS

- A. **Amendments:** Amendments to these Site Plan review regulations shall be made in a manner similar to that by which amendments to subdivision regulations are made.
- B. **Separability:** If any provision herein shall be held to be invalid for any reason by a Court, such holding shall not invalidate in any manner any other provision contained herein.
- C. **Joint Hearings:** The Planning Board may hold a hearing onsite Plan review in conjunction with a Subdivision hearing, if both are required for a project.

D. **Recording:** The Site Plan (mylar) which shows, at a minimum, lot lines and proposed construction, roads and other improvements, and the Planning Board approval, shall be recorded with the Registry of Deeds for Merrimack County, should the approval be subject to conditions not apparent on the face of the plan, such conditions shall be recorded also, and reference to such recording shall be made on the face of the plan. The Board may elect to record the Site Plan itself, with the recording fee to be paid in advance by the developer.

E. **Effective Date:** The effective date of these Regulations shall be January 8, 1981.