

## Town of Salisbury

### Lot Line Adjustment Application Plan Requirement Checklist

Please Note: Lot Line Adjustments require public notice for a public meeting.

Rec'd	Open	N/A	<b>SECTION 1 - GENERAL ITEMS</b>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1(a)	Abutter Address Information
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1(b)	Application Form: (3) Copies
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1(c)	Authorization from Owner(s)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1(d)	Waiver Request Form
Rec'd	Open	N/A	<b>SECTION 2 - BASIC PLAN ELEMENTS</b>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2(a)	Abutter(s) property: name, address from tax cards, Map, Lot
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2(b)	All reference plans (with recording number, if any)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2(c)	Deed references
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2(d)	Legend
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2(e)	Locus map with scale
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2(f)	Match Lines
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2(g)	Municipal Boundaries
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2(h)	North Arrow
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2(i)	Plan notes
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2(j)	Plan size: 11 x 17 for each abutter and (6) sets of 22x34 Plan sets for review
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2(k)	Revisions Block
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2(l)	Scale Bar
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2(m)	Signature block for Planning Board, including the Statement: "The Planning Board of the Town of Salisbury approved this Lot Line Adjustment on _____ date", with space for the signature of Chairman and Secretary
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2(n)	Stamp and signature of all professionals including but not limited to: surveyor, engineer, soil scientist, wetland scientist, septic designer, and all others that may apply.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2(o)	Statement of intention regarding any adjoining land owned or of interest to the owner.
Rec'd	Open	N/A	<b>SECTION 3 - TITLE BLOCK INFORMATION</b>	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3(a)	Date
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3(b)	Name of Principal Design Consultant
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3(c)	Name of Lot Line Adjustment
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3(d)	Owner's with deed references
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3(e)	Sheet Number Noted
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3(f)	Street Location
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3(g)	Tax Map and Lot Number(**Original number to stay with parent parcel for taxation**)

Rec'd	Open	N/A	SECTION 4 - SITE AND LOT CHARACTERISTIC DETAILS	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4(a)	Area of each lot in acre and square feet
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4(b)	Minimum lot size
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4(c)	Frontage requirements
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4(d)	Flood Elevations
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4(e)	Setback requirements
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4(f)	Zoning District
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4(g)	Ledge
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4(h)	Minimum contiguous buildable area
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4(i)	Natural Features & Environmental constraints
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4(j)	Open Space calculation
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4(k)	Other requirements (if applicable) such as shoreline protection etc.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4(l)	Percolation test results
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4(m)	Existing septic & well
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4(n)	Slopes in excess of 30 percent
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4(o)	Soil details for each soil type on the lot including name and abbreviation for soil type, what percentage of the lot is represented by this soil type, including all soil groups.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4(p)	Soil boundaries
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4(q)	Test pit data & locations
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4(r)	Wetlands

Rec'd	Open	N/A	SECTION 5 - PERMITS & OTHER DOCUMENTATION	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5(a)	Any and all other applicable permits that may apply (please specify)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5(b)	Articles of incorporation of a Homeowners Association
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5(c)	Conditional Use Permit by Planning Board
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5(d)	Condominium declaration as filed with the N.H. Attorney General's Office
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5(e)	Conservation Commission comments
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5(f)	Deeds, deeds of easement or right-of-way, covenants and agreements as endorsed and registered in the Merrimack Registry of Deeds.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5(g)	Self imposed restriction
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5(h)	Special Exception from ZBA
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5(i)	Variance from ZBA

Rec'd	Open	N/A	SECTION 6 - SURVEYING AND TOPOGRAPHICAL DETAILS	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6(a)	Benchmark & Datum sources
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6(b)	Boundary monumentation, existing and proposed, labeled accordingly. Type, location, date set or when it will be set.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6(c)	Error of Closure
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6(d)	Existing & proposed contours, labeled accordingly
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6(e)	Metes and bounds description of existing and proposed lots, all easements, right-of-ways, street lines, tract boundaries, natural features and other relevant points on the property.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6(f)	Certification (Multi-Town) RSA 676:18. "I certify that this survey plat is not a subdivision pursuant to this title and that the lines of streets and ways shown are those of public or private streets or ways already established and that no new ways are shown."

Page 2 of 2  
 Date: \_\_\_\_\_  
 Licensed Land Surveyor \_\_\_\_\_

Revised: 07/14/14  
 SEAL"