



SITE PLAN REVIEW APPLICATION

Town of Springfield, New Hampshire
2750 Main Street, PO Box 22
Springfield, NH 03284
Phone 603-763-4805, Fax 603-763-3336

Applicant:

Name: _____

Address: _____

Phone: _____

Applicant's Agent (if applicable):

Name: _____

Address: _____

Phone: _____

Address of site: _____

Proposed use of site: ☐ Business use within residential single-family
☐ Residential multi-family (attached or detached buildings)
☐ Commercial (non-residential)

Description of use requested:

Checklist of items required to be submitted with this application:

- ☐ List of abutters' names and addresses
- ☐ Four copies of the site plan, complying with Sec. V, Site Plan Review Regulations (please make note of "General Standards" in Section III)
- ☐ Site Review Submission Checklist, applicant portion complete (and waiver forms attached if applicable)
- ☐ Legal documents applicable (may be submitted at hearing)
- ☐ State approvals and permits required (may be submitted at hearing)
- ☐ Application fee payment (\$100.00)
- ☐ Abutter notification fee payment (\$10.00 per abutter)

By signing below, the owner (or agent) hereby requests approval of the above identified Site Plan, and gives permission for Springfield Planning Board members to inspect the site:

Signature (owner or agent): _____ Date: _____

----- Official use only below this line -----

Date received by Planning Board: _____ Application fee received: \$ _____

Date of Hearing: _____ Abutter notification fee received: \$ _____



**APPLICATION FOR WAIVER
OF SITE PLAN REVIEW REQUIREMENT**

Town of Springfield, New Hampshire
2750 Main Street, PO Box 22
Springfield, NH 03284
Phone 603-763-4805, Fax 603-763-3336

Complete one form for each waiver request.

To the Chair and Members of the Springfield Planning Board:

On _____, 20____, I submitted a plan for site plan review approval to the Board, entitled
_____ prepared by _____ and
hereby request a waiver from Article _____ Section _____ of the regulations.

In support of such request:

(1) Strict conformity would pose an unnecessary hardship and waiver would not be contrary to the spirit
and intent of the regulations because:

or (2) Specific circumstances relative to the site plan review, or conditions of the land in such site plan review,
indicate that the waiver will properly carry out the spirit and intent of the regulations because:

Respectfully submitted: _____ Date: _____
(signature)

----- Official use only below this line -----

____ Waiver Approved

____ Waiver Denied

Date: _____ By: _____

For Board Use:

For Applicant Use:

Official use only below this line

[illegible]

Date of Hearing: _____

Authorized Board Signature: _____

PAGE 2 - PROPOSED PLAN SPRINGFIELD PLANNING BOARD SITE PLAN REVIEW SUBMISSION CHECKLIST

For any data that the applicant is requesting a waiver from the required information, please supply a reason for the request in the table below or, if complex, on the attached *Application for Waiver* form.

Checklist, Part 2 - Proposed Plan and Information		For Applicant Use:		For Board Use:		
For more detail about these items, refer to Springfield's <i>Site Plan Review Regulations</i> , Section V: B. Proposed Plan and Information, and Section VI: Special Flood Hazard Areas		Waiver Requested	Reason for Waiver Request:	Present on Plan	Waived	Waiver Denied
1	Narrative of existing and proposed uses (structures, use of structures, number of people to be served, seasonal hours of operation)	☐	Waiver not allowed for this item.	☐	☐	☐
2	Proposed grades, drainage systems, topo contours (5' intervals; spot areas >5% grade, then 2' intervals)	☐		☐	☐	☐
3	Proposed structure locations on the site, including shape, size, and height	☐		☐	☐	☐
4	Proposed roads, driveways, loading areas, parking spaces, sidewalks (show direction of travel, inside radii of curves, widths, associated structures)	☐		☐	☐	☐
5	Proposed public and private utilities (description and location)	☐	Waiver not allowed for this item.	☐	☐	☐
6	Proposed landscaping, screening and/or buffering (location, type, size)	☐		☐	☐	☐
7	Proposed exterior lighting and signs	☐	Waiver not allowed for this item.	☐	☐	☐
8	Proposed storm drainage plan, snow removal and storage	☐	Waiver not allowed for this item.	☐	☐	☐
9	Proposed circulation plan for vehicles and pedestrians	☐		☐	☐	☐
10	Construction drawings (incl. pavements, walks, steps, curbing, drainage)	☐		☐	☐	☐
VI	Flood Elevation Data: Proposals for development greater than 5 acres must include Base Flood Elevation data (floodplain boundary and 100-year flood elevation). Proposals must minimize flood damage, incl. to utilities.	☐	Waiver not allowed for this item.	☐	☐	☐

**PAGE 3 -
PROPOSED PLAN CONDITIONS**

Official use only below this line

Checklist No.: Conditions to be met:

[illegible]

Date of Hearing: _____

Authorized Board Signature: _____