

Town of Loudon Planning and Zoning Board Office

55 South Village Rd.
Loudon, NH 03307

Phone- 603-798-4540
Fax- 603-798-4540
Email- planning-zoning@loudonnh.org

Dear Applicant,

Attached is an application for the Loudon Planning Board. Your completed application, including all fees, must be received in our office no later than 15 days prior to the next scheduled Planning Board meeting. Having the completed application returned to this office within that timeframe allows you to be placed on the next agenda.

Submit completed application along with four (4) full-size paper copies and twelve (12) reduced size (11" x 17") legible copies of the plat. See Section VIII in the Earth Excavation and Reclamation Regulations for details concerning submission of an application.

Any application that has property in current use needs to include an accurate map showing the designated current use area. If there are any further questions about current use, please contact the Selectmen's office at (603) 798-4541.

The Planning Board's policy on continuances is as follows:

1. An applicant may request a continuance of a public hearing in writing by the Monday prior to the day of the public hearing.
2. A request for continuance must be in writing.
3. A written request for continuance is limited to two public hearings.
4. The third and future requests for continuance must be made in person at the public hearing.
5. If these procedures for a continuance are not followed, the Board may deny the application.

The Loudon Planning Board meets the third Thursday of each month at 7:00 p.m. in the Loudon Town Office at 55 South Village Road.

If you have any questions, please feel free to contact the office at the above telephone number. Office hours are Monday-Thursday 8:00 am to 4:00 pm and Tuesday evenings from 5:00-9:00.

Sincerely,

Kelly Pedersen
Administrative Assistant

COPY FOR:

- ☐ Planning Board
☐ Board of Selectmen
☐ Code Enforcement
☐ Conservation Commission

BOARD USE ONLY:

Date Received _____
Received By _____
Application # _____
Fees Paid _____

***TOWN OF LOUDON, NEW HAMPSHIRE
APPLICATION FOR EXCAVATION PERMIT (RSA 155-E)***

APPLICANT NAME: _____

Address: _____

Phone: _____

Other sites now operated for excavation in Loudon (location & expiration date of permit):

OWNER OF RECORD:

Please indicate the following for all owners of record for the property to be reviewed.

Name: _____

Company: _____

Street: _____

City, Zip: _____

Phone: _____

LOCATION OF EXCAVATION:

Tax Map # _____ Zoning of parcel(s), including overlay zones: _____

Lot # _____ Total acres to be affected: _____

Parcel Size (Acres): _____ Parcel Size (Square Feet): _____

If existing excavation, date of commencement: _____

Estimated volume of material to be removed: _____

Duration of excavation: _____

Distance to abutting property lines from disturbed areas:

Front: _____ Sides: _____ Rear: _____

Machinery to be operated on site: _____

Hours of operation: _____

If accessing an existing road, is said roadway public or private:

☐

Public, Class V

☐

Private

☐

Public, Class VI

Estimated truck traffic per day (number of round trips): _____

Vehicle weight: _____, empty _____, loaded

Traffic routes to be used from the site: _____

Town maintained bridges to be used and rated capacity: _____

Will excavation be visible from public roadways? _____

Will natural barriers to excavation be removed: _____

Will other visual barriers be constructed/planted (describe on plan): _____

List below your estimated timetable for excavation and restoration of the site. Describe specific measures for site restoration which at a minimum will comply with RSA 155-E.

Are there any known aquifers as defined by the U.S.G.S. (on file at the Selectmen's office): _____

Are there any brooks, ponds, or streams on the location? If so Identify and locate on the plan. _____

Estimated cost of restoration: _____ Cost per acre: _____

Describe on the plan how temporary and permanent drainage patterns will be altered by the excavation.

Describe on the plan what interim measures will be used to control run-off to adjacent surface waters.

EXCAVATION AND/OR RECLAMATION PLANS:

Name of Applicant Agent or Contact Person:

Name of Surveyor: _____

Name of Firm: _____

Street: _____

City: _____

Phone: _____

Fax: _____

Waivers Requested (please indicate with a check): YES_____ NO_____

(Please attach separate cover letters for each waiver request to this application)

Waiver Requested for Item(s):

Special Exception or Variance granted by the ZBA: _____

Dates of Variance or Special Exception Hearings/Approvals: _____

(Please indicate by month and year)

Date of Conceptual Review, if any: _____

Date of Design Review Meetings, if any: _____

Date of Formal Application Review, Acceptance, or Denial_____

App. Fee: \$_____ \$_____per abutter x _____ # of abutters = \$_____

Recording fees \$_____ Total \$_____

SUBMISSION ITEMS:

1. Completed Application
2. Abutters Form
3. Excavation and/or Reclamation plans
4. Waiver requests in writing
5. Copy of local, state and/or federal permits
6. Copy of driveway permit
7. Fees

The undersigned requests a permit for excavation in the Town of Loudon under the procedures of RSA 155-E. The undersigned certifies that the information submitted to obtain approval is correct and understands that an approval based upon incorrect information may be subject to revocation.

I/we consent to allow the Loudon Planning Board or its designee to make on site inspection(s) of my/our property as deemed necessary for the evaluation of my/our site plan application. I/we understand all information required by the regulations must be supplied or a written waiver request must accompany the application. Noncompliance is grounds for denial. RSA 676:4.

Signature of Applicant: _____ Date_____

Signature of Applicant: _____ Date_____

Signature of Agent: _____ Date_____

TOWN OF LOUDON, NEW HAMPSHIRE APPLICATION FOR EXCAVATION PERMIT (RSA 155-E)

Name of Site Plan: _____

Applicant: _____ Map _____ Lot _____

EXCAVATION PLAN Checklist

			1.Names and addresses of the owner(s), excavator (if different), all abutters and map number and lot numbers.
			2. Seal and signature of a surveyor/ or engineer licensed in the state of New Hampshire.
			3. Sketch and description of the location and boundaries of the proposed excavation, at an appropriate scale, the number of acres involved and the municipalities and counties in which the project lies.
			4. Lot lines, public streets, driveways, intersections and rights-of-way.
			5. Topography at contour intervals of five feet or less, based on mean sea level.
			6. The breadth, depth, and slope of the proposed excavation and the estimated duration of the project.
			7. All surface drainage patterns including wetlands and standing water.
			8. The elevation of the highest annual average groundwater table within or next to the proposed excavation.
			9. Wooded and heavily vegetated areas.
			10. Test pits that extend to either the seasonal high water table, ledge, or minimum of six feet below the maximum proposed excavation depth, including location and soils data; boring logs may be submitted as a separate document.
			11. Location and extent of any stonewalls, ledge outcroppings, wells, existing buildings, septic systems, utilities and the like.
			12. All accessory facilities and/ or activities, including parking areas.
			13. A sketch and description of the access to public roads, including width and surface types, routes to be utilized, the type and weight of vehicles involved, and the frequency and schedule of trips.
			14. Proposed fencing, buffers or visual barriers, including height and materials.
			15. The size and location of all existing public and private utilities.

SITE- EXCAVATION

			14. The shape, size, and height of existing structures located on/and within two hundred (200) feet of the site.
			15. The size and location of all existing public and private utilities.
			16. The location, type, width, and length of all existing easements and encumbrances.
			17. All flood plain information, including contours of the one hundred (100) year flood elevation, based upon the most recent Flood Insurance Rate Map, as prepared by Federal Emergency Management Agency (FEMA).
			18. Existing parking areas and configurations, if any;
			19. Location and size of existing signage, if any;
			20. Location, type, and foot-candle of existing light fixtures, if any;
			21. Location of existing dumpster areas, if any;
			22. Location of all existing on-site structures, if any;
			23. Location of outdoor storage areas, if any;
			24. Location of any existing drainage structures.
			25. Cartway and ROW widths of abutting roadways

Reclamation Plan

Submitted	Not Submitted	Waiver Requested	
			1. Names and addresses of the owner(s), excavator (if different), all abutters and map number and lot numbers.
			2. Seal and signature of a surveyor/or engineer licensed in the state of New Hampshire.
			3. Sketch and description of the location and boundaries of the proposed excavation, at an appropriate scale, the number of acres involved and the municipalities and counties in which the project lies.
			4. Lot lines, public streets, driveways, intersections and right of way; easements above, on or below the ground; and zoning district boundaries of the proposed area and within two hundred (200) feet of the boundary.
			5. Topography at contour intervals of five (5) feet or less based on mean sea level.
			6. The breadth, depth, and slope of the proposed excavation and the estimated duration of the project.
			7. All surface drainage patterns including wetland and standing water.

SITE- EXCAVATION

			5. Locus map of vicinity of the site, at a scale of 1"=1000 feet, detailing public street system in the vicinity of the site.
			6. Tax map reference of the site, along with such reference for abutting parcels.
			7. Natural features including watercourses, wetlands, tree lines and vegetative cover, topographic features, and other environmental features which are significant to the design process.
			8. The elevation of the highest annual average groundwater table within or next to the proposed excavation.
			9. Wooded and heavily vegetated areas.
			10. Test pits that extend to either the seasonal high water table, ledge, or a minimum of six (6) feet below the maximum proposed excavation depth, including location and soils data; boring logs may be submitted as a separate document.