CLUSTER DEVELOPMENT REGULATIONS

WILTON, NEW HAMPSHIRE

ADOPTED SEPTEMBER 19, 1976
Amended March, 1989

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A. GENERAL

The Planning Board may approve cluster developments in accordance with the following regulations, and such other Town Regulations as may apply.

B. PURPOSE

The purpose of cluster development, and to which purposes any such development must adhere, are the following:

1. To promote the conservation of the natural environment, preservation of wetlands and wildlife habitat, and the development of community uses in harmony with the natural features of the land and provide for the appropriate use of the terrain within the cluster development.

2. To establish living area within the town that provide for a balance of community needs, such community needs as a diversity of housing opportunities, adequate recreation and open space areas, easy accessibility to these and other community facilities, and pedestrian and vehicular safety.

3. To provide for the location of like uses next to like uses so as to enhance the nature and quality of preserved green space within the community while providing clusters of housing around a green or common

4. To provide green space within the cluster development between the clusters of housing and abutting properties so as to provide community open space.

5. To provide for an efficient use of land, streets, and utility systems, while minimizing the impact of such development upon adjacent areas.

6. To stimulate new approaches to land and community development.

7. To provide for the preservation of agricultural land of state and/or local significance and encourage the continued use of open space for agricultural and/or silvicultural purposes.

C. GENERAL REGULATIONS

The following regulations shall govern all proposals submitted under the cluster development provisions:

1. Cluster development shall be permitted in the residential district and in the general residence and agricultural district on tracts of land of not less than fifteen (15) acres having a minimum frontage of five hundred (500) feet on a public right-of-way, Class V or better.

2. However, in no case shall the overall density of development approved by the Planning Board exceed the density of the underlying district as provided in the Town of Wilton Zoning Ordinance, except as provided hereinafter in such paragraph 2(B). The following factors shall be considered by the Planning Board in determining the density for a proposed development under this regulation prior to addition of any Density bonus as provided hereinafter:

   a. 1) Capability of soil to support proposed development.

      2) Amount of disruption of slopes greater than 25%.

      3) Minimal disruption of wetlands.

      4) Availability of community services (schools, fire and police protection, etc.).

      5) Capability of roads off site to handle increased traffic generated by proposed development. Capability of interior roads to meet traffic requirements of development.

      6) Town water and Town sewerage available to site. In the alternative, the capability of the site to provide adequate water supply and the capability of the site to provide proper sewerage disposal for the proposed development.

      7) Anticipated population based upon proposed development.

      8) Public recreational opportunities.

      The Planning Board shall determine a density figure based upon the foregoing factors prior to determining any density bonus in accordance with sub-Paragraph b. hereinafter.

   b. The following factors shall be considered by the Planning Board in determining any density bonus to be awarded after the cluster has met the requirements set by the Cluster Regulations:

1) Minimized access points onto existing roads.

2) No development or disruption of slopes greater than 15%.
3) No disruption of existing significant wetlands.

4) Provision of green space buffer in excess of twice that required.

5) Provision of interior green space between clusters in a significantly greater degree that required.

6) Provision of a significant diversity of housing (measured by size and price) to meet the needs of lower income families.

7) Attractive design use of the terrain.

8) Low visibility impact of development off-site.

9) Absence of development of frontage of lot in existence as of March 14, 1989. In the event of such development, the maximum bonus shall be limited to 12.5%. In the event the applicant's proposed development would also fail to meet the provisions of Paragraph 10 hereinafter, then no density bonus shall be available.

10) In the event a proposed development is found by the Planning Board not to meet at least the objectives of five (5) of the objectives listed in sub-Paragraphs C(2) B(1) through C(2) B(9), inclusive within the spirit of the ordinance, then the maximum bonus shall be limited to 12.5%.

In no case shall the density bonus as determined by the Planning Board exceed 25% of the density as determined in accordance with the density calculations for the underlying district. In determining a density bonus, the Planning Board shall specify those factors relied upon in reaching its determination.

However, in no case shall the density of development approved by the Planning Board exceed four (4) dwelling units per gross tract acre.

3. Cluster developments shall not be required to conform to the minimum frontage, setback, and lot sizes required in the Zoning Ordinance but shall be so designed and constructed as to achieve the purposes of cluster development set forth in Paragraph B. of these Regulations. All development shall be set back from the exterior lot lines a minimum of 1.5 times the set-back required for the underlying district. In addition, all development in the Watershed District shall conform to the set-backs set forth in the Watershed District. Interior development set-backs shall be as follows:

a. Single family dwellings shall be set back a minimum of 30 feet from adjacent single family dwelling units.

b. Multi-family dwellings shall be set back a minimum of 50 feet from adjacent multi-family dwellings and single family dwellings.

4. The maximum number of dwelling units per building in the Residential District shall be 6 units per building where Town water and sewer are available and 4 units per building where Town water and/or sewer are not available. The maximum number of dwelling units per building in the General Residential Agricultural District shall be 3 units per building where Town water and sewer are available and 2 units per building were Town water and/or sewer are not available.

5. Where a cluster development abuts existing development, a landscaped buffer of sufficient width to provide an adequate division or transition between uses shall be established.

6. At least forty percent (40%) of the Gross Tract Area shall be set aside as common open space for the use and enjoyment of the residents of the development and/or of the general public and shall be permanently restricted for open space, recreation and conservation uses. Suitable recreation facilities and equipment shall be constructed or installed by the developer as determined through consultation with the Planning Board.

7. Open space within a cluster development either shall be deeded to the Town of Wilton; or shall be protected by recreation and conservation easements; or shall be leased or conveyed to be maintained as permanent open space; or shall be permanently protected in other suitable ways so as to guarantee the following:

   a. the continued use of such land for the intended purposes;

   b. continuity of proper maintenance for those portions of the open space land requiring maintenance;

   c. when appropriate, the availability of funds required for such maintenance;

   d. recovery for loss sustained as a result of casualty, condemnation or otherwise; and

   e. in the case of a homeowners' association or similar form of ownership, that the membership and obligation of the residents of the cluster development be automatic upon the conveyance of title or lease to individual dwelling units.

8. The cluster development plan shall show the layout of all roads and shall differentiate between collector roads which move traffic into and/or through the development, and local roads which provide access to the individual dwelling units. Those roads which are collectors shall be built to the Town subdivision requirements for new public roads, and shall be offered to the Town for public acceptance. Local roads shall be built as hard surfaced roads to standards approved by the Planning Board and Road Commissioners, and may remain in private ownership. The Planning Board <u>may</u> permit a reduction in road size and construction requirements to that of a 50 foot right-of-way with an 18 foot sand or gravel surface collector road with 12 foot gravel driveways accessing no more than three (3) single family dwellings per common drive, where the density of proposed development is less than one (1) unit per 6 acres as determined in accordance with the requirements of the underlying district, and where the Planning Board determines such reduction is appropriate for the number of dwelling units to be constructed for providing public safety access; is appropriate to the terrain; and visually enhances the character of the neighborhood or Town.

9. All parking within the cluster development shall be provided for in paved off-street locations at a ratio of not less than two (2) spaces per dwelling unit.

10. Emergency vehicle access shall be provided to all structures within the cluster development.

D. REVIEW STANDARDS

The review of any cluster development conducted by the Planning Board under these regulations shall ascertain that adequate provisions have been made by the owner or his authorized agent for the following:

1. Traffic circulation and access including adequacy of adjacent streets, entrances and exits, traffic flow, sight distances, curb cuts, turning lanes, and existing or recommended traffic signalization.

2. Pedestrian safety and access.

3. Off-street parking and loading.

4. Emergency vehicle access.

5. Storm water drainage based upon a ten (10) year storm frequency, utilizing on-site absorption wherever practical.

6. Recreation facilities.

7. Water supply and wastewater disposal.

8. Environmental factors such as protection against pollution, noise, odor, and the protection of natural land features.

9. Landscaping in keeping with the general character of the surrounding area.

10. Signing and exterior lighting.

In addition, the Planning Board shall review the plan to assure compliance with the provisions of the standards set forth in Paragraph C of these Regulations, and other Town Regulations and Ordinances. The Planning Board shall also ascertain that the plan minimizes the encroachment of the cluster development upon neighboring land uses.

E. PROCEDURE

1. Pre-Application

Prior to formal application for approval of a cluster development plan, the owner or his agent shall meet with the Planning Board to discuss the regulations governing cluster development to informally review the owner's proposed use of the land. The purpose of this pre-application meeting is to facilitate the preparation of the formal application and the cluster development plan in conformance with all applicable regulations.

2. Application

All applications for cluster developments shall be made in writing on the forms provided by the Planning Board, by the owner of the property or his agent as designated in writing by the owner.

The completed application together with the documentation required in these regulations shall be submitted to the Planning Board and placed on the Board's agenda for consideration within thirty (30) days of its receipt. A fee of thirty-five dollars ($35.00) plus one dollar ($1.00) per each acre over thirty-five (35) acres for each gross tract acre not to exceed one hundred ($100.00) dollars shall be paid to the Town of Wilton at the time of filing the application. This fee shall be used to defray Town administrative costs including legal advertising involved in reviewing the application. No application shall be accepted by the Planning Board nor placed on the Board's agenda until such fee has been paid.

Within ninety (90) days of receipt of the application, the Planning Board shall act to approve or disapprove the plan as submitted or amended, provided that the Planning Board may apply to the Selectmen for an extension not to exceed an additional ninety (90) days before acting to approve or disapprove; and also provided that the applicant may waive, in writing, this requirement and consent to an extension of such period. If the Planning Board does not approve or disapprove the plan in this period, the plan shall be deemed to have been approved.

No plan shall be approved by the Planning Board without the Board affording a hearing thereon. All abutters shall be notified of said hearing by certified or registered mail. The applicant shall be notified of said hearing by certified or registered mail, with return of receipt requested, stating the time and place of such hearing, not less than five (5) days before the date fixed therefore. If the Board shall vote to disapprove, the owner or his authorized agent shall be notified in writing and the specific causes of disapproval shall be noted.

The Planning Board may require the owner or his authorized agent to deposit in escrow with the Town an amount of money sufficient to cover the costs for any professional review of the preliminary plan documents which the Board may feel is reasonably necessary to protect the general welfare of the Town. Such amount of escrow shall not exceed the total of three hundred dollars ($300.00) plus ten ($10.00) per one thousand (1,000) square feet of proposed building floor area. This escrow payment shall be made before the Board engages any outside party to undertake this review. Any part of this escrow payment in excess of the final costs for this review shall be returned to the owner or his agent.

3. Preliminary Plan Submission

When the owner of the property or his authorized agent makes formal application for the approval of a cluster development, his application shall include the following, which shall constitute a Preliminary Plan:

a. A fully executed and signed copy of the application for cluster development plan review.

b. Four (4) copies of the total cluster development plan, at a scale of not more than one (1) inch equals one hundred (100) feet, and of such additional maps at a larger scale, preferably one (1) inch equals fifty (50) feet, necessary to allow review of the items listed under the preceding general standards. Such plan and maps shall show the following:

1) Owner's name, address and signature.

2) Names and addresses of all abutting property owners.

3) A sketch map showing the total site and major road and open space networks at a scale of one (1) inch equals one thousand (1000) feet and also locating the site within the Town.

4) Boundary of the entire parcel held in single ownership regardless of whether all or part is being developed at this time.

5) The bearings and distances of all existing property lines and the source of information.

6) Zoning classification(s) of the property, and the location of zoning districts when the property is in two or more districts.

7) Soil types and location of soil boundaries as certified by a Registered Engineer or the Hillsborough County Conservation District.

8) The character of community graphics and exterior lighting.

9) The location of all existing and proposed buildings, driveways, parking spaces, loading areas, open spaces, large trees, signs, exterior lighting, service areas, easements and landscaping.

10) The approximate location of all buildings within two hundred (200) feet of the parcel to be developed.

11) The location of all intersecting roads or driveways within two hundred (200) feet of the parcel.

12) The location of all water bodies, waterways, wetlands, and dry water beds.

13) A storm water drainage plan showing the proposed general method for handling storm water run-off.

14) Existing and proposed topography of the site at five (5) foot contour intervals and the source of this information. Enlargement of U.S.G.S. quad sheets will not be acceptable for any portion of the site proposed for development.

15) A utility plan showing proposed water supply and wastewater disposal.

16) A staging plan showing the sequence and approximate timetable of development.

c. Copies of any existing easements, covenants, or deed restrictions.

d. A description of any proposed easements, covenants, deed restrictions, or condominium or homeowners agreements.

4. Preliminary Plan Revisions and Approval

The Board shall undertake a review of the Preliminary Plan to assure its compliance with the standards set forth in these regulations and the principles of sound land planning. During this review, the Board may consult with outside professionals who are qualified to comment on the plan and may hear and confer with other parties whose interests may be affected by the proposed cluster development. Following its review, the Board shall communicate to the owner or his agent, the specific changes, if any, which will be required prior to the Board's preliminary approval.

Upon receipt of a revised Preliminary Plan (if required), the Board shall again review the plan. This procedure shall be repeated until such time as the Board is satisfied that the Preliminary Plan is in compliance with these regulations and exhibits sound planning for the use of the land.

At this time the Board shall hold a public hearing(s) on the Preliminary Plan. After such hearing(s), the Board shall communicate to the owner or his agents any additional changes (if any) which will be required for approval of the Preliminary Plan. Upon receipt of the revised Preliminary Plan, the Board shall act to approve or disapprove the Preliminary Plan.

5. Final Plan Submission and Approval

After receiving Planning Board approval of the Preliminary Plan, the owner or his authorized agent shall submit four (4) copies of a final Cluster Development Plan to the Board for final approval or disapproval. The Planning Board shall review the submission and may use such outside professional consultants as it deems necessary. The Final Plat shall also constitute a Final Plat under the Subdivision Regulations of the Town of Wilton and shall conform to the said regulations. The Final Plan shall show all information required of the Preliminary Plan submission and shall also include and show the following:

a. Conformity with the Preliminary Plan, except that modifications to the Preliminary Plan may be made if expressly noted and approved individually by the Board prior to final approval.

b. Surveyed bearings and distances of all property lines and acreages of all individual parcels.

c. The location and size of all signs and exterior lighting.

d. Storm water drainage, showing:

   1) The location, elevation, and size of all catch basins, drywells, drainage ditches, swales, retention basins and storm sewers.

   2) Engineering calculations used to determine drainage requirements based upon a ten (10) year storm frequency.

e. Existing and proposed topography at two (2) foot intervals for those portions of the site which development or construction of any kind is to occur.

f. A utility plan showing all necessary facilities for water supply and wastewater disposal including the size and location of all piping, holding tanks, leach fields, etc.

g. All written approvals and permits required by the State for the development, including but not limited to the approvals for sewage disposal, dredging, filling, or drainage, and highway modifications and access points.

h. Copies of all proposed easements, covenants, deed restrictions, condominium agreements, etc.

i. The Planning Board may require the owner or his authorized agent to deposit in escrow with the Town, that sum of money sufficient to cover the costs of any professional review of the documentation submitted by the owner or his agent which the Board determines is reasonably necessary to protect the general welfare of the Town. This escrow payment shall be made before the Board engages any outside third party to undertake this review. Any excess escrow above the final cost to the Town shall be returned to the owner or his agent.

j. A bond or bonds posted by the owner or his agent sufficient to guarantee the satisfactory completion of all necessary improvements such as streets, storm drainage, recreation facilities, and the extension of public water and sewer lines. This bond shall be approved as to form and sureties by the Board. The agreement shall be conditioned upon completion of the improvements within such time period as shall be determined by the Board. In the case of phased development plans, separate bonds may be required for each individual phase.
   The bond(s) shall be released upon satisfactory completion of all improvements and the receipt by the Board of such "as-built plans" as the Board shall require for the improvements which shall be provided by the developer.

6. <u>Filing Procedures</u>

Following Planning Board approval of the Cluster Development Plan, the owner or his agent shall file in the Hillsborough County Registry of Deeds the approved Final Plan which shall

serve as both the Cluster Development Plan as well as, where applicable, the approved Subdivision Plan. At the time that the approved plans are filed in the Registry, the owner shall also file the legal documents that will produce the guarantees described and contained in Paragraph "C. General Regulations" of these regulations. Amendments to the approved plan shall also be filed with the Hillsborough County Registry of Deeds following their approval by the Planning Board.

7. Amendments to an Approved Plan

The owner, his agent or his successors or assigns shall make no alterations or additions to or deletions from the approved Cluster Development Plan except as approved in advance by the Planning Board. All requests for changes to the approved plan shall be made in writing to the Board and shall be accompanied by such documents as necessary to explain the requested change. The Board shall determine if the requested change is minor or major in nature.

a. Minor Changes

A minor change shall be one which respects the approved plan's basic land allocations in terms of use and intensity, the type and variety of facilities and dwelling units being provided, and the timing for providing these facilities, but shall not include any increase in the overall density of the development. The Board may hold a public hearing on the proposed change with proper notification of all abutters, including those of the original proposed development as well as any additional ones which may have been created by development activity within the development itself. The Board shall then act to approve or disapprove with written notification to the owner of its action. Any approved changes involving changes in any lot boundaries shall be recorded as a subdivision change in the Registry of Deeds.

b. Major Changes

Any requested change which the Board determine does not qualify as a minor change shall be required to be submitted as a separate Cluster Development Plan in accordance with these regulations and procedures.

PLANNING BOARD
TOWN OF WILTON, NH

CLUSTER PLAN REVIEW APPLICATION

1) Applicant's name: _____
_____

Address: _____
_____

Tel. #: _____

2) Owner of property: _____
_____

Address: _____
_____

Tel. #: _____

3) Tax lot number(s): _____
_____

4) Zoning district(s) property located in:

☐ Residential ☐ Commercial

☐ Residential & Agricultural

☐ Industrial ☐ Office Park

☐ Aquifer ☐ Watershed

☐ Wetlands ☐ Flood Plain

PLANNING BOARD USE ONLY

Plan File: ***#_____***
Date application received: ___/___/___

Date abutters notified: ___/___/___

Date of newspaper notice: ___/___/___

Date and agenda number of scheduled meeting:
___/___/___Ag. # _____

Date application accepted: ___/___/___
Conditions:
_____
_____

Date written notice of approval-disapproval sent: ___/___/___

Date subdivision plans recorded in Registry of Deeds: ___/___/___

FEES PAID:

Filing ***$_____***
Date: ___/___/___
Recording: ___/___/___
Date: ___/___/___
Desig.Rep.: ***$_____***
Date: ___/___/___
Consulting: ***$_____***
Date: ___/___/___

5) General location of property:_____

_____

_____

6) Road frontage of property: _____

_____

_____

7) Description of the proposed subdivision, cluster, or other development (e.g., number of lots, acreage, intended use, etc.):

_____

_____

_____

_____

_____

8) Attach a listing of the names and addresses of all abutters as listed in Town records not more than five (5) days prior to filing date of application. List is to include all abutters directly across roadways and streams, and owner of property or representative.

9) This application has been reviewed by the Designated Representative of the Wilton Planning Board and found to conform to the requirements of the Town's Land Use Laws and Regulations. Therefore, it may be scheduled for presentation at an official public hearing of the Planning Board. The date and agenda number of this meeting will be sent to the Applicant along with abutter notifications.

*Signed:*_____ _____

Wilton Planning Board Designated Representative Date

10) Required application fees due and payable at the time application is filed with Planning Board Secretary:

A) Application fee:

☐ Cluster Development: $_____

$60.00 plus $10.00/dwelling unit over 3 units

B) Service Fee: $_____

Total number of abutters provided in Item 8 multiplied by four dollars ($4.00) per abutter if labels provided by applicant or five dollars ($5.00) per abutter if labels not provided by applicant.

Total Fees: ***$_____***

Date Paid: ____/____/____

Applicant's Signature:_____ Date: ____/____/____

Secretary's Signature:_____ Date: ____/____/____

CLUSTER DEVELOPMENT REVIEW CHECKLIST

TOWN OF WILTON, NH

I. GENERAL

YES	*NO*		
☐	☐	a)	Has a completed, signed copy of the application been submitted?
☐	☐	b)	Has the review fee of $1.00 per acre been paid to the Town of Wilton?
☐	☐	c)	Have funds been deposited in escrow to cover the costs of professional review?
☐	☐	d)	Are four (4) copies (ink or print) of the site plan attached to the application?
☐	☐	e)	Is the scale not more than one hundred (100) feet to the inch?
☐	☐	f)	Is the north point shown?
☐	☐	g)	Does the title block show:
☐	☐		1) Name of the development or project?
☐	☐		2) Name, address, and telephone number of the owner or developer?
☐	☐		3) Signature of the owner or his agent (authorized in writing)?
☐	☐	h)	Is a key map sketch included showing the site location within the Town?
☐	☐	i)	Are the names and addresses of all abutting property owners shown?
☐	☐	j)	Are soil types and soil boundaries shown and certified by either a registered engineer or the Soil Conservation Service?

II. ZONING

YES	*NO*		
☐	☐	a)	Is the proposed use permitted in the zoning district or, if not, has a zoning variance been granted?
☐	☐	b)	Is the total area of the parcel shown and does this satisfy the zoning minimum area requirement of fifteen (15) acres?
☐	☐	c)	Is the lot frontage shown and does it satisfy the zoning minimum frontage requirement for cluster developments of five hundred (500) feet on a Class V or better road?
☐	☐	d)	Is at least forty percent (40%) of the gross tract area set aside as common open space?

III. PROPERTY BOUNDARIES

YES	*NO*		
☐	☐	a)	Are the bearings and distances of all existing property lines shown?
☐	☐	b)	If this is a new survey, is the name of the surveyor and date of the survey shown?
☐	☐	c)	If this is an old survey, are the plans referenced including page and book numbers of the Hillsborough County Registry of Deeds, which were used in the compilation of bearings and distances?

IV. BUILDINGS

YES	*NO*		
☐	☐	a)	Are the locations shown of all:
☐	☐		1) Proposed (solid line) and existing (dotted lines) buildings on the site?
☐	☐		2) Existing buildings within fifty (50) feet of the site boundary?
☐	☐		3) Intersection roads or driveways within two hundred (200) feet of the parcel?
☐	☐	b)	Are the dimensions and total area of each existing and proposed building shown?

V. ACCESS POINTS

YES	*NO*		
☐	☐	a)	Are the access points adequate in number, size, location and design?
☐	☐	b)	Is there adequate all-season safe sight distance (minimum four hundred (400) feet on Class I or II roads) in both directions from each proposed access point?
☐	☐	c)	Are all access points located so as to avoid possible turning movement conflict with other existing driveways?
☐	☐	d)	Is all street frontage other than access points curbed or otherwise blocked to vehicular entry?

VI. PARKING

YES	*NO*		
☐	☐	a)	Are the locations and sizes of all existing and proposed parking areas, loading zones and drive-ways adequate for the proposed uses?
☐	☐	b)	Is the total number of parking stalls provided shown and does this satisfy the requirements of the cluster development regulations for two (2) off-street spaces per dwelling unit?

VII. INTERNAL TRAFFIC PATTERN

YES	*NO*		
☐	☐	a)	Is the internal traffic pattern safe and adequate for the type of use proposed?
☐	☐	b)	Do emergency vehicles have easy, unimpeded access to all buildings with adequate turn-around space?
☐	☐	c)	Is adequate provision made for service vehicles?
☐	☐	d)	Are areas provided for snow piling without impeding traffic circulation of affecting safety?

VIII. PEDESTRIAN CIRCULATION

YES	*NO*		
☐	☐	a)	Are sidewalks provided in appropriate locations for pedestrian access and safety?
☐	☐	b)	Is the parking designed to allow easy and safe pedestrian movement to all buildings?

IX. UTILITIES AND DRAINAGE

YES	*NO*		
☐	☐	a)	Are the existing and proposed methods of handling storm water run-off shown and the direction of flow indicated by arrows?
☐	☐	b)	Is the existing and proposed topography of the site shown at five (5) foot contour intervals?
☐	☐	c)	Are the methods of supply water and disposing of waste water shown?

X. LANDSCAPING, SIGNS, LIGHTING

YES	*NO*		
☐	☐	a)	Is the location of all existing and proposed lawn area and plantings shown?
☐	☐	2)	Are large paved areas buffered by landscaping?
☐	☐	3)	Are large paved areas divided into smaller units by landscaping?
☐	☐	4)	Are the fronts of buildings landscaped?
☐	☐	5)	Are garbage collection storage points and other service areas screened by landscaping or fencing?
☐	☐	b)	Is the character of community graphics and lighting shown?

XI. RESIDENTIAL

YES	*NO*		
☐	☐	a)	Are the total number of dwelling units, by type, bedroom composition and building location shown on the plan?
☐	☐	b)	Are the buildings numbered and streets named?
☐	☐	c)	Are street signs and building numbers to be erected as soon as the first unit is occupied?
☐	☐	d)	Are the locations, sizes, and accessibility of all recreation facilities shown?
☐	☐	e)	If the project is to be built in stages, is it clear which recreation facilities will be built with each stage?

XII. ENVIRONMENT

YES	*NO*		
☐	☐	a)	Is the property buffered by landscaping or other means to reduce intrusion on any neighboring uses?
☐	☐	b)	Are provisions made for minimizing any fumes, smoke, noise or odor that are created which will affect neighboring uses?
☐	☐	c)	Is the development designed so as to minimize its negative environmental characteristics and enhance the general area?

XIII. ADMINISTRATIVE

YES	*NO*		
☐	☐	a)	Is a staging plan included showing the sequence and approximate timetable of development?
☐	☐	b)	Are copies of any existing easements, covenants, or deed restrictions included with the application?
☐	☐	c)	Is a description of any proposed easement, covenant, deed restriction, or condominium or homeowners agreement included?

FINAL CLUSTER DEVELOPMENT PLAN CHECKLIST

TOWN OF WILTON, NH

I. GENERAL

YES	*NO*		
☐	☐	a)	Is the Final Development Plan in conformance with the Preliminary Plan as approved?
☐	☐	b)	Is a list of modifications to the Preliminary Plan included if any modifications have been made?
☐	☐	c)	Is all information that was shown on the Preliminary Plan shown on the final plan?

II. BOUNDARIES & LOTS

YES	*NO*		
☐	☐	a)	Are the bearings and distances of all existing and proposed property lines shown?
☐	☐	b)	Is the name of the surveyor and date of survey shown?
☐	☐	c)	Is the lot area and frontage for each proposed lot shown?

III. SIGNING & LIGHTING

YES	*NO*		
☐	☐	a)	Are the locations, dimensions, and character of proposed signs shown?
☐	☐	b)	Are the signs placed so as not to obstruct vehicular visibility?
☐	☐	c)	Is the signing permitted in the zoning district?
☐	☐	d)	Is the external lighting, if any, of buildings, parking and/or property shown?

IV. UTILITIES & DRAINAGE

YES	*NO*		
☐	☐	a)	Are the location and sizes shown for all existing and proposed:
☐	☐		1) Water lines?
☐	☐		2) Sanitary sewer lines or septic tanks and leach fields?
☐	☐	b)	The existing (dashed line) and proposed (solid line) contours shown at two (2) foot intervals (required for those portions of the site on which the development shall occur)?
☐	☐	c)	Are the sizes and locations of all storm drainage lines, catch basins, drywells, drainage ditches, and retention basins shown?
☐	☐	d)	If storm drainage, sewer or access to a site is to be by way of private easement or right-of-way, is documentation presented to show the right to use said way?
☐	☐	e)	Are engineering calculations to determine drainage requirements provided based upon a ten (10) year storm frequency (required if the existing drainage pattern is being altered significantly)?

V. STATE APPROVALS

YES	*NO*		
☐	☐	a)	If a subdivision of land is proposed, has subdivision approval been granted by the New Hampshire Water Supply & Pollution Control Commission?
☐	☐	b)	If public sewer is not available and will not be extended, have the following agencies approved the septic system plans?
☐	☐		1) New Hampshire Water Supply and Pollution Control Commission?
☐	☐		2) Board of Health?
☐	☐	c)	If vehicular access is proposed onto a Class I or II highway, has the New Hampshire Department of Public Works and Highways approved highway access permits?

☐ ☐ d) If the dredging, filling, or culverting of any wetland or water body is proposed in the final development plan, has a dredge and fill permit been approved by the New Hampshire Special Board?

VI. ADMINISTRATIVE

YES NO

☐ ☐ a) Have copies of all proposed easements, covenants, deed restrictions, condominium agreements, etc., been submitted?

☐ ☐ b) Have a bond or bonds been posted by the owner to guarantee the satisfactory completion of all necessary improvements?

☐ ☐ c) Has the bond(s) been reviewed and approved to form and sureties by the Board?

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