

Check List for Minor Site Plan Review

Per Section VI, Para. B of the "Antrim Subdivision & Site Plan Review Regulations"

Applicant _____

Rev. 8/16/07

Item	Para.	Requirement	Satisfied	Waived	Comments
1	B	Minor Site Plan Reviews include proposals which involve six hundred (600) square feet, or less, of additional interior space for commercial activity.			
2	B.1	Completed application			
3	B.1.a (1)	Location of site, zoning district, tax map number, lot number, names of any adjoining street, names and addresses of the owners of record, of the applicant and abutting land owners.			
4	B.1.a (2)	Nature of change: Addition or Change of Use.			
5	B.1.a(3)	Type of building: Residential, Commercial or Industrial.			
6	B.1.a(4)	Area to be used for commercial purposes.			
7	B.1.a(5)	Signed release for the Building Inspector to examine the property to see if it is suitable for the proposed use			
8	B.1(b)	A written statement describing the purpose of the proposed project and giving sufficient detail to determine compliance with Town Ordinances and Regulations.			
9	B.2	Plan of development showing the following:			
10	B.2(a)	Shape and dimension of interior and exterior areas to be used.			
11	B.2(b)	Any additions or changes to be made in plumbing or electrical wiring			
12	B.2(c)	Any changes in the sewage disposal system			
13	B.2(d)	The shape and dimensions of the proposed parking area			
14	B.2(e)	Driveways and flow of traffic entering and exiting the site			
15	B.2(f)	Location, size and character of all signs and exterior lighting			
16	B.2(g)	Provisions for storage and removal of rubbish			
17	B.2(h)	Additions to inns, hotels and restaurants shall have handicap access if the enlargement has a value in excess of twenty five percent (25%) of its current value			
18	B.3	Additional information:			
19	B.3(a)	Written recommendation of the Fire Safety Officer if requested.			

Item	Para.	Requirement	Satisfied	Waived	Comments
20	B.3(b)	Written approval from the Antrim Sewer and Water Department if such approval is required by the Planning Board			
21	B.3(c)	Written approval of the New Hampshire Department of Transportation or the Antrim Road Agent for siting driveways & curb cuts with adequate lines of sight.			
22	B.3.(d)	Written approval by the NHDES Subsurface Systems Bureau for any proposed additions or changes in the septic system or to additions of buildings on a septic system.			
23	B.3.(e)	Written approval of the Antrim Planning Board for a Special Use Permit to disturb the 25' wetland buffer.			
24	B.3.(f)	As required by RSA 36:56: The Board shall determine whether or not the development, if approved, could reasonably be construed as having the <i>potential</i> for regional impact. Doubt concerning regional impact shall be resolved in a determination that the development <i>has</i> a potential regional impact.			
25	*	As required by RSA 36:55: "Development of Regional Impact" means any proposal before a local land use board which in the determination of such local land use board could reasonably be expected to impact on a neighboring municipality, because of factors such as, but not limited to, the following: I. Relative size or number of dwelling units as compared with existing stock. II. Proximity to the borders of a neighboring community. III. Transportation networks. IV. Anticipated emissions such as light, noise, smoke, odors, or particles. V. Proximity to aquifers or surface waters which transcend municipal boundaries. VI. Shared facilities such as schools and solid waste disposal facilities.			