TOWN OF TUFTONBORO
PLANNING BOARD
SUBDIVISION APPLICATION

This application must be submitted twenty-two (22) days in advance of a regularly scheduled Planning Board meeting together with the following:

1. A list and two sets of mailing labels of the names and addresses of all owners, abutters, applicants, holders of conservation, preservation or agricultural preservation restrictions, and everyone whose professional seal appears on any plan or plat submitted to the Board;

2. Five (5) sets of all plans, one (1) Mylar plan and eight (8) 11”x17” sets and any supportive material to explain the proposal and as required by the Subdivision Regulations.

3. Application and Notice fees as required by the Subdivision Regulations.
   a. For Design Review, submission of $5.00 per abutter and each holder of conservation, preservation, or agricultural preservation restrictions.
   b. For formal application for Subdivision approval, the applicant shall pay the following fees and charges as are applicable.
      A. Administrative Costs. The applicant shall pay: A filing fee of $50.00 for the first lot or unit plus $10.00 for each lot or unit thereafter up to a maximum of $500.00.
      B. Notice Costs. The applicant shall pay a $100.00 fee plus $5.00 per name and address, supplied as per Section 2.3.2.B of the Subdivision Regulations for the cost of notice requirements including the cost of postage for certified mail, reproduction costs and any publication and/or posting costs.
      C. Special Investigative Costs. The Planning Board will require the Applicant to pay reasonable costs for special investigative studies which may be necessary for the Planning Board to evaluate the impact of proposed Subdivision. These studies may include, but not be limited to, an engineering review of proposed road construction and drainage designs. The Planning Board shall determine the methods for the conduct of the study and shall determine who is to conduct the studies and under what condition.
      D. Recording Fees. The applicant shall be responsible for all recording fees, including but not limited to, the L-CHIP Surcharge Fee, prior to the recording of the plat(s). Following receipt of these fees, the Planning Board shall record the approved plat(s) at the Carroll County Registry of Deeds.

***PLEASE NOTE THAT PER SB189, EFFECTIVE 9/14/09, THE NOTICE OF DECISION ASSOCIATED WITH SUBDIVISION APPROVAL MUST BE RECORDED AT THE CARROLL COUNTY REGISTRY OF DEEDS; ALL FEES TO BE BORNE BY THE APPLICANT.
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Application for (check one):   Subdivision:   Design Review:  
Tax Map #: ____________________ Zoning District: ____________________ Total Acreage of Land involved: ____________

Proposed Name of Subdivision: ____________________
Street Address of Subdivision: ____________________

Project Description: ____________________

Type of Subdivision:  Major  Minor (3 lots or less)  Boundary Line Adjustment
Residential  Non-residential  Other

Total Existing Lots/Units: ____________  Total Proposed Lots/Units: ____________

Name of property owner: ____________________
Address: ____________________
Telephone: ____________________  Fax: ____________________  Email: ____________________

Name of applicant (if not owner): ____________________
Address: ____________________
Telephone: ____________________  Fax: ____________________  Email: ____________________

**Attach letter of authorization from owner**

Designated individual to whom all communication is addressed:

Name: ____________________  Telephone: ____________________
Address: ____________________  Email: ____________________

The undersigned hereby submits this application for Subdivision/Design Review for approval by the Tuftonboro Planning Board and agrees to implement the plan as approved by the Board unless revisions are submitted to and approved by the Board.

The owner / agent, by filing an application, hereby gives permission for the Code Enforcement Officer or other Planning Board designee to enter the property which is the subject of the application with 24 hour notice for the purpose of inspection as may be appropriate.

Applicant / Agent Signature: ____________________  Date: ____________________
Owner(s) Signature: ____________________  Date: ____________________

**All owners with 10% or more interest shall be listed on an attached page**