

**TOWN OF ALBANY, NEW HAMPSHIRE**  
OFFICE OF THE PLANNING BOARD  
1972 A NH Route 16  
Albany, NH 03818

**OFFICE OF THE PLANNING BOARD**

**APPLICATION FOR SITE PLAN REVIEW**

Please complete this application and submit it to the Albany Planning Board.

Please call the Selectmen's Office at (603) 447-6038 to arrange an appointment to hand deliver this application. The application, required documentation and plans will be reviewed for completeness. Incomplete submission of materials will be returned causing unnecessary delays. Please use the Site Plan Review checklist to ensure that your application is complete.

PROPERTY OWNER'S NAME \_\_\_\_\_

and ADDRESS \_\_\_\_\_

PROPERTY LOCATION \_\_\_\_\_  
(Street Address)

\_\_\_\_\_

TOTAL ACREAGE OF PARCEL \_\_\_\_\_ TAX MAP# \_\_\_\_\_ PARCEL# \_\_\_\_\_

PROJECT DESCRIPTION: \_\_\_\_\_

\_\_\_\_\_

I hereby designate the following person(s) to whom all communications to the applicant may be addressed and the person to whom legal process may be served in connection with any proceedings arising out of the agreement herein:

NAME, ADDRESS AND TITLE \_\_\_\_\_

\_\_\_\_\_

DAYTIME PHONE # (\_\_\_\_\_) - \_\_\_\_\_ - \_\_\_\_\_

PROPERTY OWNER'S SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

**APPLICATION FOR SITE PLAN REVIEW**  
(continued)

In consideration for approval and the privileges occurring thereto, the applicant hereby agrees to:

1. Carry out the improvements agreed upon as shown and intended by said plat, including any work made necessary by unforeseen conditions which become apparent during construction;
2. Provide and install standard street signs approved by the Town for all street intersections;
3. Give the Town, on demand, proper deeds for land or rights-of-way reserved on the plat for street, drainage, or other purposes as agreed upon;
4. Save the Town harmless from any obligation it may incur, or repairs it may make, because of failure by me to carry out any of the foregoing provisions;
5. Make **no changes whatsoever in the final plat** as approved by the board unless a revised plat, or plat of resubdivision, is submitted to and approved by the board;
6. Obtain and abide by all required State permits (as applicable).

**The undersigned applicant understands** that the Albany Planning Board must have on file a completed application as outlined in its Site Plan Review regulations twenty (20) days prior to a regularly scheduled meeting of the board. It is also understood that, in accordance with RSA 676:4 I(c)(1), once the Albany Planning Board accepts the completed application at a regular meeting, the Board has sixty-five (65) days to approve or disapprove the completed application subject to extension or waivers.

#### CERTIFICATION

I hereby certify that all information presented as a part of this application is, to the best of my knowledge, correct.

SIGNED: \_\_\_\_\_

DATE: \_\_\_\_\_

#### FOR PLANNING BOARD USE ONLY

Date Reviewed: \_\_\_\_\_ by: \_\_\_\_\_

Date Accepted as Complete by Albany Planning Board: \_\_\_\_\_