



# TOWN OF PEMBROKE

Town Hall ~ 311 Pembroke Street, Pembroke, New Hampshire 03275

Tel: 603-485-4747

## TOWN OF PEMBROKE APPLICATION FOR WAIVERS OF MINOR SITE PLAN REVIEW REQUIREMENTS

Date: \_\_\_\_\_

To the Chairman and Members of the Pembroke Planning Board:

In addition to the application for site plan review submitted for your consideration, please accept this written request for waiver(s) from Chapter 203, Town of Pembroke, Site Plan Regulations for the following items with reasons stated for the waiver request. I understand if any waiver request is not granted by the Planning Board, the application may be deemed incomplete and not accepted by the Board. I understand if the application is incomplete due to waivers not being accepted it could result in resubmission of required materials and application fees.

I am asking for waiver(s) from the Minor Site Plan Review Checklist as follows:

### **PART A – REQUIRED INFORMATION**

- \_\_\_\_\_ A. The proposed use of land and buildings within the limits of the site plan;
- \_\_\_\_\_ B. The location of the building(s) and proposed expansion(s);
- \_\_\_\_\_ C. Location and plan of driveway entrances and exits;
- \_\_\_\_\_ D. Total square foot area of the existing building(s) and the proposed expansion(s);
- \_\_\_\_\_ E. Outdoor lighting of the area;
- \_\_\_\_\_ F. Landscaping features of the area, including buffers and screening;
- \_\_\_\_\_ G. The location of property with respect to surrounding property and streets, and the names of adjoining streets;
- \_\_\_\_\_ H. The name, address and signature of the owner of the land to be developed.  
The name, address and seal of the land surveyor, engineer, architect, or other individual who may have assisted in the production of the plan;
- \_\_\_\_\_ I. If the presenter of the application is not the owner of record, provide a notarized letter from the owner of record stating that the presenter has the authority and permission of the owner of record to act on their behalf;

\_\_\_\_\_ K. Form for endorsement by the Planning Board shall be located in the lower right hand

Under the provisions of RSA 674:43, the Town of Pembroke Planning Board, in accordance with the Board vote dated

Chairperson

- (1) The information required herein is to be construed as the minimum required for a minor site plan. The Planning Board may require additional information in order to evaluate the proposal.
- (2) The lack of any information under any item specified in **Part A** or improper information supplied by the applicant may constitute grounds for the application being considered incomplete and therefore not processed. Only the Planning Board has the authority to determine whether an application is complete.

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Respectfully submitted,

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