

APPENDIX F: PROCEDURE FOR APPLICATION REVIEW (RSA 676:4)

PRE-APPLICATION REVIEW - OPTIONAL OR MANDATORY

The two stages of pre-application review can be optional or mandatory pursuant to RSA 676:4, II.

PRELIMINARY CONCEPTUAL CONSULTATION

Step 1

Applicant meets with planning board to review plan in terms of concept and compliance with the master plan and zoning ordinance; Board determines type of proposal and offers guidance relative to state and local requirements. (Public notice is not required.)

Step 2

At this point, if pre-application is optional, the applicant may either request the design review phase or move directly to the formal submission of a completed application.

DESIGN REVIEW PHASE

Step 1

Applicant submits a "Request for Pre-application Review" at least 15 days before the next regularly-scheduled meeting of the Board.

Step 2

Planning Board notifies abutters and the public 10 days prior to the public meeting at which the proposal will be discussed.

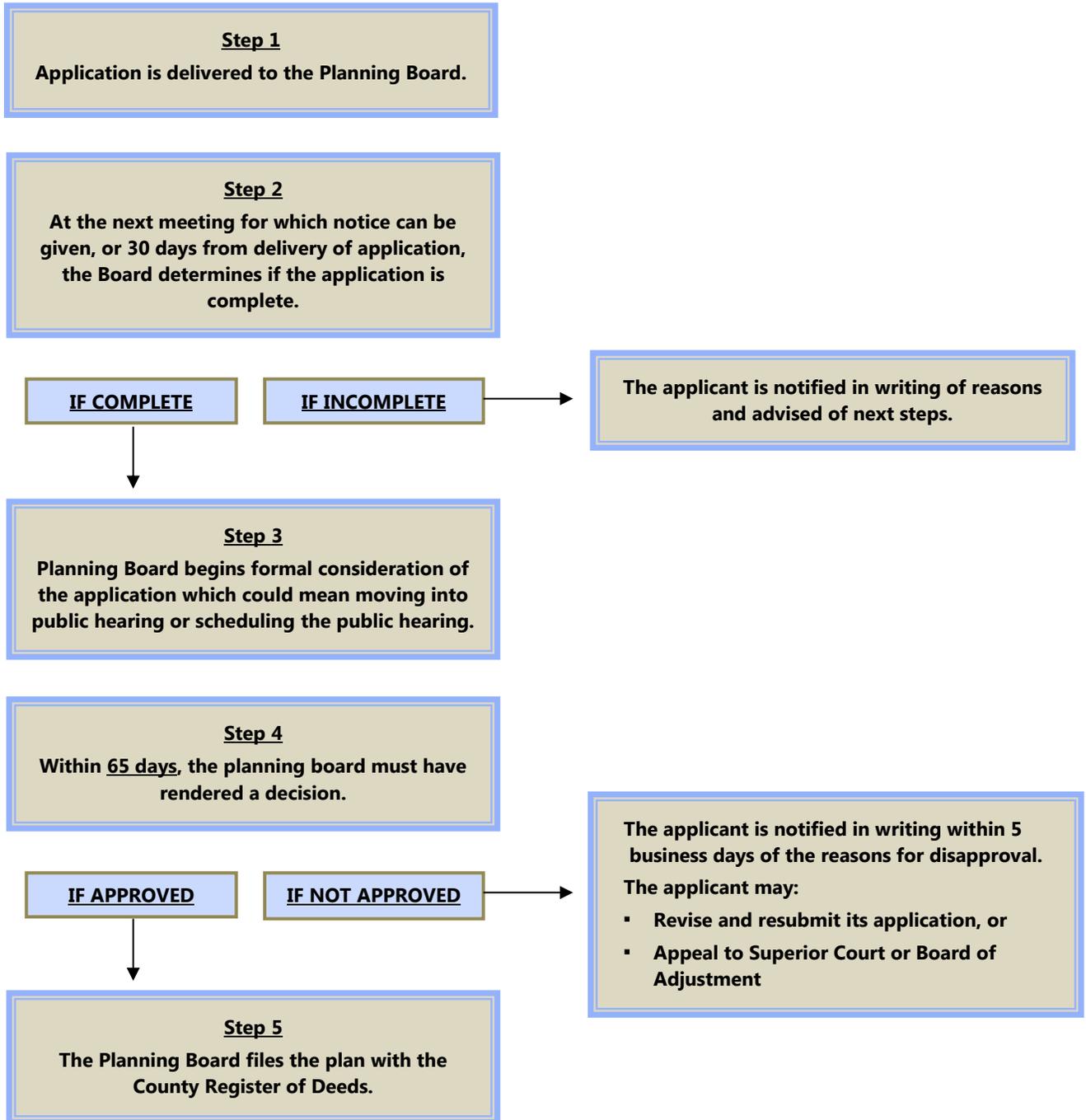
Step 3

Board and applicant engage in non-binding discussion involving specific design and engineering details of the potential application.

Step 4

Board determines that the design review phase is complete during a public meeting. Notification of this determination must be provided to the applicant within 10 days.

FINAL APPLICATION



NOTE: For a minor or technical subdivision, the public hearing may take place on the same evening as the application as complete, provided the notice has advised of the possibility.