SWANZEY PLANNING BOARD
P. O. Box 10009
Swanzey, NH 03446
Email: planner@swanzeynh.gov

WETLANDS CONDITIONAL USE PERMIT | APPLICATION & CHECKLIST

Date Received _____ By _____

PROJECT INFORMATION	
PROJECT NAME	
PROJECT TAX MAP & LOT	
APPLICATION FEES	
RESIDENTIAL	**$25**
COMMERCIAL (SITE PLAN)	**$75**
COMMERCIAL (NO SITE PLAN)	**$125**

SECTION VII, ARTICLE F: CONDITIONAL USES

Any activity within the areas under jurisdiction of this ordinance (including any designated buffers or setbacks) that is not listed as a Permitted Use in Section VII, Article E, is presumed to negatively impact the functions and values of the wetland, unless the applicant can demonstrate otherwise. The following may be allowed in the Wetland Conservation District or any adjacent designated buffer or setback through the issuance of a Conditional Use Permit by the Planning Board:

CHECK OPTION THAT CORRESPONDS WITH PROPOSED USE:

- ☐ ------- New structure
- ☐ ------- Streets, roads, and other access ways, including driveways, sidewalks, and bridges.
- ☐ ------- Impervious surfaces, and activities which result in soil compaction, such as parking vehicles or heavy equipment.
- ☐ ------- New or expanded utility systems, stormwater management systems, and rights-of-way or easements associated with the systems.
- ☐ ------- Restoration of a previously disturbed area within the Wetlands Conservation District.
- ☐ ------- Man-made ponds as permitted by New Hampshire Department of Environmental Services, water impoundments, dry hydrants, and fire protection ponds.
- ☐ ------- Expansion or change of an existing non-conforming use, or renewal of the use after it has been discontinued for 12 months or more.
- ☐ ------- Removal of trees, stumps, and root systems.

PROPERTY OWNER CONTACT INFORMATION	
NAME/COMPANY	
MAILING ADDRESS	
PHONE	
EMAIL	
SIGNATURE	
PRINTED NAME	

APPLICANT CONTACT INFORMATION	
NAME/COMPANY	
MAILING ADDRESS	
PHONE	
EMAIL	
SIGNATURE	
PRINTED NAME	

AURTHORIZED AGENT (if different than Owner/Applicant)	
NAME/COMPANY	
MAILING ADDRESS	
PHONE	
EMAIL	
SIGNATURE	
PRINTED NAME	

SUBMISSION CHECKLIST

The applicant is required to provide a **detailed plan** to the Planning Board showing the proposed encroachment into the Wetlands Conservation District (and any designated setback or buffer), and any information necessary to demonstrate that the proposed encroachment will not cause adverse impacts to the wetland system, or design details that demonstrate that proposed mitigation will prevent adverse impacts to the Wetland Conservation District.

This checklist ensures administrative efficiency. Please consult the **Town of Swanzey Zoning Ordinance** for full regulatory compliance. By checking these items, the applicant certifies all requirements are met.

	Submitted			
ITEM #	**YES**	**N/A**	**WAI-VER**	**SUBMISSION REQUIREMENT**
1.				Name and address of owner.
2.				Tax map and lot number.
3.				North arrow, written and graphic scale.
4.				Name and address of plat preparer.
5.				Vicinity sketch.
6.				Names and addresses of all abutting landowners.
7.				Physical features and uses of land within 200 feet of the site.
8.				Perimeter boundary lines, and the lot area in square feet and acres
9.				The shape, size, height, location, and use of existing structures on the site and those that are proposed.
10.				Location, name, and widths of any existing and proposed roads on the property.
11.				Identification of access from the site to public streets, sight distances from the access points, curb cuts, and proposed changes (if any) to existing streets.
12.				Location and number of parking and loading spaces.
13.				Landscape Plan.
14.				Location, type and nature of all existing and proposed lighting
15.				Natural features such as waterbodies, ledge outcropping, wetlands, etc.
16.				Existing and proposed grades and topographic contours at 5-foot intervals.
17.				The size and accurate location of all existing and proposed water mains, culverts, fire hydrants and fire ponds.
18.				Means of providing water supply.
19.				Surface drainage patterns.
20.				Copy of certification by a licensed septic designer that the existing system is sufficient for existing and proposed use.
21.				Location and type of proposed sewage disposal system.
22.				Location of existing and proposed on-site well showing 75-foot radius.
23.				Soil survey data from Cheshire County Soil Survey.
24.				Location of any existing or proposed easements, deed restrictions and/or covenants.
25.				Architectural Plans.

CONDITIONAL USE PERMIT CRITERIA

A Conditional Use Permit may be granted for conditional uses as listed in Section F (or page 1 of this application) of the Wetland Conservation District or any adjacent designated buffer or setback when all of the following criteria have been met.

- The land is reasonably suited to the use, activity, or alteration.
- There is no reasonable alternative location which would avoid encroachment into the jurisdictional area.
- Encroachment into the jurisdictional area has been minimized to the maximum extent possible, including reasonable modification of the scale or design of the proposed use.
- The proposal is the alternative with the least adverse impact to areas under the jurisdiction of this section.
- The nature, design, siting, and scale of the proposed use and the characteristics of the site including but not limited to topography, soils, vegetation, and habitat are such that, when taken as a whole, will avoid the potential for adverse impacts to the wetland resource.
- The proposed use shall not have any adverse impact on abutting properties.
- The Wetland Conservation District and any designated buffer is maintained in a natural state to the maximum extent possible. Where there has been disturbance or alteration during construction, re-vegetation with native species may be required by the Planning Board.
- In determining whether or not a Conditional Use permit will be granted, the Planning Board shall consider the following to determine whether allowing the proposed encroachment will result in an adverse impact on the area:
    - The size, character, and quality of the jurisdictional area being encroached upon.
    - The location and connectivity of said area in relation to other wetlands in the surrounding watershed.
    - The nature of the ecological and hydrological functions served by said area.
    - The nature of the topography, slopes, soils, and vegetation that encompass said area.
    - The role of said area in mitigating soil erosion, sediment and nutrient transport, groundwater recharge, flood storage, and flow dispersion.
    - The extent to which said area serves as wildlife habitat or travel corridor.

THE FOLLOWING AFFIDAVITS MUST BE SIGNED AND DATED

The Applicant and/or owner or agent certifies that this application is correctly completed with all required attachments and requirements and that any additional costs for engineering or professional services incurred by the Planning Board or the Town of Swanzey in the final review process of the property shall be borne by the Applicant and/or owner.

_____ _____

Date Signature

I hereby authorize the Swanzey Planning Board and its agents to access my land for the purpose of reviewing the proposed conditional use permit, performing road inspections and any other inspections deemed necessary by the Board or its agents, to ensure conformance of the on-site improvements with the approved plan and all Town of Swanzey ordinances and regulations. The Swanzey Planning Board and its agents will provide the applicant with at least three days' notice prior to accessing the property.

_____ _____

Date Signature

I hereby authorize_____ to act as my agent and represent me before the Swanzey Planning Board.

Signed (Owner):_____ Date:_____

Signed (Agent):_____ Date:_____

FOR PLANNING BOARD USE ONLY

Comments:

The above application was ☐ approved ☐ denied by the Swanzey Planning Board.

Date:_____