



Civil Site Planning Environmental Engineering

133 Court Street Portsmouth, NH 03801-4413

Juliet Walker, Portsmouth Planning Director City of Portsmouth Municipal Complex Planning Department 1 Junkins Avenue Portsmouth, New Hampshire 03801

Re: Subdivision Application 60 Elwyn Avenue Assessor's Map 113, Lot 22

**Altus Project P5000** 

Dear Ms. Walker:

On behalf of Andrew John Marden, Altus Engineering, Inc. (Altus) is pleased to submit an application for subdivision approval. Mr. Marden proposes to subdivide his 6,400 SF lot on Elwyn and Sherburne Avenues into two house lots. At the June 18, 2019, Zoning Board of Adjustment meeting, the Board voted to grant a variance to allow the subdivision. Enclosed for the Board's consideration, please find the following:

- 4 full size (22 x 34) copies of the subdivision plan
- 6 reduced (11 x 17) copies of the subdivision plan
- Letter of Authorization
- Application for subdivision
- Subdivision checklist
- Application fee check
- CD with pdf copy of the above submission materials

Please call if you have any questions or need any additional information.

Sincerely,

Eric Weinrieb, PE President

Enclosure

Ecopy: John Marden, Derek Durbin, Esq.

wde/5000 cvr ltr pb 8-2019

Tel: (603) 433-2335 E-mail: Altus@altus-eng.com



## City of Portsmouth, New Hampshire Subdivision Application Checklist

This subdivision application checklist is a tool designed to assist the applicant in the planning process and for preparing the application for Planning Board review. A pre-application conference with a member of the planning department is strongly encouraged as additional project information may be required depending on the size and scope. The applicant is cautioned that this checklist is only a guide and is not intended to be a complete list of all subdivision review requirements. Please refer to the Subdivision review regulations for full details.

**Applicant Responsibilities (Section III.C):** Applicable fees are due upon application submittal along with required number of copies of the Preliminary or final plat and supporting documents and studies. Please consult with Planning staff for submittal requirements.

Owner:Andrew John Marden	Date Submitted: Aug	ust 2019
Applicant: Same		
Phone Number: _603-828-5655	E-mail: ajm903@gmail.com	
Site Address 1: 60 Elwyn Avenue Portsmouth, NH 03801		Map: 113 Lot: 22
Site Address 2:		Map: Lot:

	Application Requirements			
$\square$	Required Items for Submittal	Item Location	Waiver	
		(e.g. Page or	Requested	
		Plan Sheet/Note #)		
	Completed Application form.		N/A	
	(III.C.2-3)	in submission package		
	All application documents, plans, supporting documentation and		N/A	
	other materials provided in digital Portable Document Format (PDF).			
	(III.C.4)	in submission package		

Requirements for Preliminary/Final Plat				
Ø	Required Items for Submittal	Item Location (e.g. Page/line or Plan Sheet/Note #)	Required for Preliminary / Final Plat	Waiver Requested
<b>□</b> X	Name and address of record owner, any option holders, descriptive name of subdivision, engineer and/or surveyor or name of person who prepared the plat.  (Section IV.1/V.1)	Plan title block	☑ Preliminary Plat ☑ Final Plat	N/A

	Requirements for Pro	eliminary/Final Plat		
☑	Required Items for Submittal	Item Location	Required for	Waiver
		(e.g. Page/line or	Preliminary / Final	Requested
		Plan Sheet/Note #)	Plat	
X	Preliminary Plat	sheet 1 of 1	☑ Preliminary Plat	N/A
	Names and addresses of all adjoining	Silect 1 of 1	☑ Final Plat	
	property owners. (Section IV.2)			
	Final Plat			
	Names and addresses of all abutting property			
	owners, locations of buildings within one			
	hundred (100) feet of the parcel, and any new			
	house numbers within the subdivision.			
	(Section V.2)			
⅓	North point, date, and bar scale.	Required on all Plan Sheets	☑ Preliminary Plat	N/A
	(Section IV.3/V3)		☑ Final Plat	
N.	Zoning classification and minimum yard	Zoning summary	☑ Preliminary Plat	N/A
	dimensions required. (Section IV.4/V.4)		☑ Final Plat	21/2
X	Preliminary Plat	about 1 -f 1	☑ Preliminary Plat	N/A
	Scale (not to be smaller than one hundred	sheet 1 of 1	☑ Final Plat	
	(100) feet = 1 inch) and location map (at a			
	scale of 1" = 1000'). (Section IV.5)			
	Final Plat			
	Scale (not to be smaller than 1"=100'),			
	Location map (at a scale of 1"=1,000')			
	showing the property being subdivided and its relation to the surrounding area within a			
	radius of 2,000 feet. Said location map shall			
	delineate all streets and other major physical			
	features that my either affect or be affected			
	by the proposed development. (Section V.5)			
ZI.	Location and approximate dimensions of all		☑ Preliminary Plat	
-	existing and proposed property lines including		☑ Final Plat	
	the entire area proposed to be subdivided,	sheet 1 of 1		
	the areas of proposed lots, and any adjacent			
	parcels in the same ownership. (Section IV.6)			
	,			
X	Dimensions and areas of all lots and any and		☑ Preliminary Plat	N/A
	all property to be dedicated or reserved for	sheet 1 of 1	☑ Final Plat	
	schools, parks, playgrounds, or other public			
	purpose. Dimensions shall include radii and			
	length of all arcs and calculated bearing for all			
	straight lines.			
	(Section V.6/ IV.7)			
Ž	Location, names, and present widths of all		☑ Preliminary Plat	
	adjacent streets, with a designation as to	sheet 1 of 1	☑ Final Plat	
	whether public or private and approximate	Sheet 1 of 1		
	location of existing utilities to be used. Curbs			
	and sidewalks shall be shown.			
	(Section IV.8/V.7)			

	Requirements for Preliminary/Final Plat			
Ø	Required Items for Submittal	Item Location (e.g. Page/line or Plan Sheet/Note #)	Required for Preliminary / Final Plat	Waiver Requested
Ň	Location of significant physical features, including bodies of water, watercourses, wetlands, railroads, important vegetation, stone walls and soils types that my influence the design of the subdivision.  (Section IV.9/V.8)	sheet 1 of 1	☑ Preliminary Plat ☑ Final Plat	
	Preliminary Plat Proposed locations, widths and other dimensions of all new streets and utilities, including water mains, storm and sanitary sewer mains, catch basins and culverts, street lights, fire hydrants, sewerage pump stations, etc. (Section IV.10) Final Plat Proposed locations and profiles of all proposed streets and utilities, including water mains, storm and sanitary sewer mains, catchbasins and culverts, together with typical cross sections. Profiles shall be drawn to a horizontal scale of 1"=50' and a vertical scale of 1"=5', showing existing centerline grade, existing left and right sideline grades, and proposed centerline grade. (Section V.9)	Sheet 1 of 1	☑ Preliminary Plat ☑ Final Plat	
	When required by the Board, the plat shall be accompanied by profiles of proposed street grades, including extensions for a reasonable distance beyond the subject land; also grades and sizes of proposed utilities.  (Section IV.10)	NA	☑ Preliminary Plat ☑ Final Plat	
	Base flood elevation (BFE) for subdivisions involving greater than five (5) acres or fifty (50) lots.  (Section IV.11)	NA	☑ Preliminary Plat ☑ Final Plat	
	For subdivisions of five (5) lots or more, or at the discretion of the Board otherwise, the preliminary plat shall show contours at intervals no greater than two (2) feet.  Contours shall be shown in dotted lines for existing natural surface and in solid lines for proposed final grade, together with the final grade elevations shown in figures at all lot corners. If existing grades are not to be changed, then the contours in these areas shall be solid lines.  (Section IV.12/ V.12)	NA	☑ Preliminary Plat ☑ Final Plat	

Requirements for Preliminary/Final Plat				
Ø	Required Items for Submittal	Item Location (e.g. Page/line or Plan Sheet/Note #)	Required for Preliminary / Final Plat	Waiver Requested
Ň	Dates and permit numbers of all necessary permits from governmental agencies from which approval is required by Federal or State law.  (Section V.10)	NA	☐ Preliminary Plat ☑ Final Plat	
X	For subdivisions involving greater than five (5) acres or fifty (50) lots, the final plat shall show hazard zones and shall include elevation data for flood hazard zones.  (Section V.11)	NA	☐ Preliminary Plat ☑ Final Plat	
⅓	Location of all permanent monuments. (Section V.12)	sheet 1 of 1	☐ Preliminary Plat ☑ Final Plat	

	General Requireme	nts <sup>1</sup>	
Ø	Required Items for Submittal	Item Location (e.g. Page/line or Plan Sheet/Note #)	Waiver Requested
	1. Basic Requirements: (VI.1)  a. Conformity to Official Plan or Map  b. Hazards  c. Relation to Topography  d. Planned Unit Development	NA	
	2. Lots: (VI.2)  a. Lot Arrangement  b. Lot sizes  c. Commercial and Industrial Lots	NA	
¤000000000000000	a. Relation to adjoining Street System b. Street Rights-of-Way c. Access d. Parallel Service Roads e. Street Intersection Angles f. Merging Streets g. Street Deflections and Vertical Alignment h. Marginal Access Streets i. Cul-de-Sacs j. Rounding Street Corners k. Street Name Signs l. Street Names m. Block Lengths n. Block Widths o. Grade of Streets p. Grass Strips	NA	
⅓	4. Curbing: (VI.4)	NA	
X	5. Driveways: (VI.5)	NA	
M	6. Drainage Improvements: (VI.6)	NA	
X	7. Municipal Water Service: (VI.7)	NA	
□X	8. Municipal Sewer Service: (VI.8)	NA	
	<ul><li>9. Installation of Utilities: (VI.9)</li><li>a. All Districts</li><li>b. Indicator Tape</li></ul>	NA	
Ճ	10. On-Site Water Supply: (VI.10)	NA	
	11. On-Site Sewage Disposal Systems: (VI.11)	NA	
<u> </u>	<ul><li>12. Open Space: (VI.12)</li><li>a. Natural Features</li><li>b. Buffer Strips</li><li>c. Parks</li><li>d. Tree Planting</li></ul>	NA	
	13. Flood Hazard Areas: (VI.13)  a. Permits  b. Minimization of Flood Damage  c. Elevation and Flood-Proofing Records  d. Alteration of Watercourses	NA NA	
Ž	14. Erosion and Sedimentation Control (VI.14)	NA	

Ø	Required Items for Submittal	Item Location Waive (e.g. Page/line or Reque	185
	15. Easements (VI.15)  a. Utilities b. Drainage	NA	
N	16. Monuments: (VI.16)	sheet 1 of 1, at property corners	
$\boxtimes$	17. Benchmarks: (VI.17)	NA	
M	18. House Numbers (VI.18)	to be provided by city	

		Design Standards		
		Required Items for Submittal	Indicate compliance and/or provide explanation as to alternative design	Waiver Requested
	1.	Streets have been designed according to the design standards required under Section (VII.1).  a. Clearing b. Excavation c. Rough Grade and Preparation of Sub-Grade d. Base Course e. Street Paving f. Side Slopes g. Approval Specifications h. Curbing i. Sidewalks j. Inspection and Methods	NA	
X	2.	Storm water Sewers and Other Drainage Appurtenances have been designed according to the design standards required under Section (VII.2).  a. Design  b. Standards of Construction	NA	
X	3.	Sanitary Sewers have been designed according to the design standards required under Section (VII.3).  a. Design b. Lift Stations c. Materials d. Construction Standards	NA	
D3	4.	Water Mains and Fire Hydrants have been designed according to the design standards required under Section (VII.4).  a. Connections to Lots b. Design and Construction c. Materials d. Notification Prior to Construction	NA	

Applicant's/Representative's Signature: Tic D. Weinrisb, PC Date: 8-2-19	Applicant's/Representative's Signature:	Tric D. Weinrieb, PC	Date: 8-2-19
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 $<sup>^{1}</sup>$  See City of Portsmouth, NH Subdivision Rules and Regulations for details. Subdivision Application Checklist/April 2019