

Town of Bedford

SITE PLAN ADMINISTRATIVE APPROVAL APPLICATION



PLANNING BOARD
24 North Amherst Rd.
Bedford N.H. 03110
Tel. (603) 472-5243

Date Received: _____

1. PROJECT NAME: _____ ZONE _____
2. PROJECT LOCATION: _____ MAP/LOT: _____
3. PRIMARY CONTACT: _____ Phone: _____
 Applicant Owner Surveyor/Engineer E-mail: _____
4. Applicant(s)/ Owner(s): _____
Address: _____ City: _____ State: _____ Zip: _____
Phone: _____ E-mail: _____
5. Plan Purpose: _____

I/We have read the site plan requirements in the Land Development Control Regulations. I/We do authorize the Town of Bedford Planning Board staff to access the property for inspection.

Applicant's Signature(s): _____ **Date:** _____

Owner's Signature(s): _____ **Date:** _____

- Please submit:
- Completed administrative approval application.
 - Narrative letter or memo describing the proposed changes to the site plan or building elevation.
 - Initial submission shall include one (1) full-size paper copy and one (1) electronic copy in PDF format for staff review. Final submission shall include three paper copies of the plan, full size (24"x36"), one electronic copy in PDF format and 1 mylar.
 - All required application fees.

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SCHEDULE OF FEES FOR PLAN SUBMISSION



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FEES WILL BE CALCULATED BY PLANNING DEPARTMENT STAFF WITH PAYMENT DUE AT TIME OF FINAL PLAN SUBMISSION FOR THE FOLLOWING:

Discussion (without plans)	\$0.00
Re-advertise	\$25.00
Administrative Approval	
a) Base Charge	\$100.00
b) Add: \$100.00 per 1,000 square feet (building additions only)	\$ _____
TOTAL (add "a" + "b")	\$ _____
Conceptual Plan	
a) Base Charge	\$50.00
b) Add: Abutter notification fee (current USPS fee for non-certified mail per abutter)	\$ _____
TOTAL (add "a" + "b")	\$ _____
Site Plan Amendment, Home Occupation, Sign Waiver, Time Extension for Approval	
a) Base Charge	\$100.00
b) Add: Abutter notification fee (current USPS fee for certified mail per abutter).....	\$ _____
TOTAL (add "a" + "b")	\$ _____
Conditional Use Permit	
a) Base Charge	\$250.00
b) Add: Abutter notification fee (current USPS fee for certified mail per abutter).....	\$ _____
TOTAL (add "a" + "b")	\$ _____
Design Review Plan	
a) Base Charge (per Planning Board Meeting)	\$250.00
b) Add: Abutter notification fee (current USPS fee for certified mail per abutter).....	\$ _____
c) Add: Engineering review fee	\$ _____
TOTAL (add "a" + "b" + "c")	\$ _____
Site Plan Approval	
a) Base Charge	\$250.00
b) Add: Abutter notification fee (current USPS fee for certified mail per abutter).....	\$ _____
c) Add: \$100.00 per 1,000 square feet	\$ _____
TOTAL (add "a" + "b" + "c")	\$

Effective Date: July 1, 1990
Last Revised by Planning Board: February 23, 2015