

**TOWN OF ASHLAND**

**COMMERCIAL EARTH EXCAVATION  
APPLICATION SUBMISSION CHECKLIST**

		<b>P.B. USE ONLY</b>		
		<b>Applicant</b>	<b>P.B. Received</b>	<b>P.B. Waived</b>
<b>NOTE:</b> For any item(s) on the checklist not provided, one of the two following items must be submitted: (1) a written request for a waiver, or (2) a written explanation as to why it is not included.				
<b>SECTION XI: PERFORMANCE GUARANTEE</b>				
	Evidence of ability to be bonded			
<b>SECTION XIII: APPLICATION SUBMISSION ITEMS</b>				
	Signed and dated application form.			
	Current abutters list			
	Filing fee			
	1 site plan 22"x34" at scale of 1" = 100'			
	7 site plans 11"x17" at scale of 1" = 100'			
	1 site plan – digital format at scale of 1" = 100'			
	Copy of 1 application + 1 site plan 22"x34" submitted to Conservation Commission			
	Copies of any required local, state, or federal permits.			
<b>A. EXCAVATION PLAN</b>				
<b>1</b>	A site plan prepared by a licensed surveyor or engineer shall, at a minimum, include all the following:			
<b>a)</b>	Identifying title, date, bar scale, revision block, north arrow and location map, tax map lot number and zone			
<b>b)</b>	Name and address of the owner and the excavator (if different from owner)			
<b>c)</b>	Name(s) and address of surveyor, and designer, name, license number and seal of the NH licensed land surveyor			
<b>d)</b>	Names and tax map lot numbers of all abutters to the premises on which the excavation is proposed			
<b>e)</b>	Location and boundaries of the proposed and any existing excavation, the area in square feet and acres to be involved in the project and the			

			<b>P.B. USE ONLY</b>	
		<b>Applicant</b>	<b>P.B. Received</b>	<b>P.B. Waived</b>
		municipalities and counties in which the project lies		
	<b>f)</b>	Zoning district boundaries (including overlay districts) of the proposed area within 200 feet of the boundary of the project		
	<b>g)</b>	All areas that are in current use		
	<b>h)</b>	Location of existing buildings, structures, septic systems, wells and catch basins within 200 feet of the boundary of the project		
	<b>i)</b>	Public streets, lot lines, driveways, intersections within 200 feet of the boundary of the project		
	<b>j)</b>	Existing and proposed rights of way, easements and deed restrictions within 200 feet of the boundary of the project		
	<b>k)</b>	Topography at contour intervals of five feet or less		
	<b>l)</b>	All existing surface drainage patterns including wetlands and standing water		
	<b>m)</b>	Existing and proposed access roads, including width and surface materials		
	<b>n)</b>	Breadth, depth and slope of the proposed excavation and estimated duration of the project		
	<b>o)</b>	Elevation of the highest annual average ground water table within or next to the proposed excavation		
	<b>p)</b>	Estimate of the total volume of earth to be excavated		
	<b>q)</b>	Proposed fencing, buffers or visual barriers, including height and materials		
	<b>r)</b>	All measures to control erosion, sedimentation, water pollution, air pollution and any hazards to public safety		
	<b>2</b>	Following items shall also be submitted with the application		
	<b>a)</b>	Test pit data that extends to either the high water table, ledge or a minimum of six feet below the maximum proposed excavation depth, including location and soils data, to be submitted by a certified soil scientist or other qualified individual as determined by the Planning Board. Boring logs may be submitted separately.		
	<b>b)</b>	Plans for storm water management		
	<b>c)</b>	Plans for equipment maintenance		

		<b>P.B. USE ONLY</b>		
		<b>Applicant</b>	<b>P.B. Received</b>	<b>P.B. Waived</b>
	<b>d)</b>	Methods to prevent materials from the site from being tracked onto public roadways		
	<b>e)</b>	Copies of all necessary state and federal permits		
	<b>f)</b>	Specific actions to be taken on the site relative to fuel and chemical handling and storage, dust control, traffic, noise control and abatement, and comprehensive site safety of unauthorized persons		
	<b>g)</b>	Such other information or other special investigative studies as the Planning Board may reasonably deem necessary. The Planning Board may request these after the application submittal and prior to permit approval.		
<b>B. RECLAMATION PLAN</b>				
		Shall address the effects of the proposed excavation on: <ul style="list-style-type: none"> <li>• Soil</li> <li>• Surface water and groundwater</li> <li>• Vegetation</li> <li>• Overburden</li> <li>• Topography</li> <li>• Fill material</li> </ul>		
		May address future land use consistent with the approved master plan		
	<b>1</b>	Seal and signature of a licensed surveyor or engineer. The Board will accept copies of engineering drawings required by NH DES in lieu of additional drawings		
	<b>2</b>	All boundaries of the area proposed for reclamation and the land within 200 feet of the boundary of the project area		
	<b>3</b>	Existing topography of the project area proposed for excavation, at contour intervals of five feet or less		
	<b>4</b>	Final surface drainage pattern, including the location and physical characteristics of all artificial and/or modified drainage facilities		
	<b>5</b>	Timetable as to reclamation of fully-depleted sites within the excavation area		
	<b>6</b>	Schedule of final reclamation activities including seeding mixtures, cover vegetation, fertilizer types and application rates		
	<b>7</b>	Final reclaimed topography of the excavation area at contour intervals of five feet or less		

