



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: 64 Vaughan Mall, LLC Date Submitted: July 28, 2021

Applicant: Hampshire Development Corp.

Phone Number: (603) 778-9999 E-mail: hdc.office@hdcgc.net

Site Address 1: 64 Vaughan Street Map: 126 Lot: 1

Site Address 2: 172 Hanover Street Map: 126 Lot: 1A

Application Requirements			
<input checked="" type="checkbox"/>	Required Items for Submittal	Item Location (e.g. Page or Plan Sheet/Note #)	Waiver Requested
<input checked="" type="checkbox"/>	Completed Application form. (III.C.2-3)	Viewpoint	N/A
<input checked="" type="checkbox"/>	All application documents, plans, supporting documentation and other materials provided in digital Portable Document Format (PDF). (III.C.4)	Viewpoint	N/A

Requirements for Preliminary/Final Plat				
<input checked="" type="checkbox"/>	Required Items for Submittal	Item Location (e.g. Page/line or Plan Sheet/Note #)	Required for Preliminary / Final Plat	Waiver Requested
<input checked="" type="checkbox"/>	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)	Sheet C-1	<input checked="" type="checkbox"/> Preliminary Plat <input checked="" type="checkbox"/> Final Plat	N/A

Requirements for Preliminary/Final Plat				Waiver Requested
<input checked="" type="checkbox"/>	Required Items for Submittal	Item Location (e.g. Page/line or Plan Sheet/Note #)	Required for Preliminary / Final Plat	
<input checked="" type="checkbox"/>	Preliminary Plat Names and addresses of all adjoining 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)	Sheet C-1	<input checked="" type="checkbox"/> Preliminary Plat <input checked="" type="checkbox"/> Final Plat	N/A
<input checked="" type="checkbox"/>	North point, date, and bar scale. (Section IV.3/V3)	Required on all Plan Sheets	<input checked="" type="checkbox"/> Preliminary Plat <input checked="" type="checkbox"/> Final Plat	N/A
<input checked="" type="checkbox"/>	Zoning classification and minimum yard dimensions required. (Section IV.4/V.4)	Sheet C-1 Note 7	<input checked="" type="checkbox"/> Preliminary Plat <input checked="" type="checkbox"/> Final Plat	N/A
<input checked="" type="checkbox"/>	Preliminary Plat Scale (not to be smaller than one hundred (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 may either affect or be affected by the proposed development. (Section V.5)	Sheet C-1 Cover Sheet Sheet C-1 Cover Sheet	<input checked="" type="checkbox"/> Preliminary Plat <input checked="" type="checkbox"/> Final Plat	N/A
<input checked="" type="checkbox"/>	Location and approximate dimensions of all existing and proposed property lines including the entire area proposed to be subdivided, the areas of proposed lots, and any adjacent parcels in the same ownership. (Section IV.6)	Sheet C-1	<input checked="" type="checkbox"/> Preliminary Plat <input checked="" type="checkbox"/> Final Plat	
<input checked="" type="checkbox"/>	Dimensions and areas of all lots and any and all property to be dedicated or reserved for 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)	Sheet C-1	<input checked="" type="checkbox"/> Preliminary Plat <input checked="" type="checkbox"/> Final Plat	N/A
<input checked="" type="checkbox"/>	Location, names, and present widths of all adjacent streets, with a designation as to whether public or private and approximate location of existing utilities to be used. Curbs and sidewalks shall be shown. (Section IV.8/V.7)	Sheet C-1	<input checked="" type="checkbox"/> Preliminary Plat <input checked="" type="checkbox"/> Final Plat	

Requirements for Preliminary/Final Plat				Waiver Requested
<input checked="" type="checkbox"/>	Required Items for Submittal	Item Location (e.g. Page/line or Plan Sheet/Note #)	Required for Preliminary / Final Plat	
<input checked="" type="checkbox"/>	Location of significant physical features, including bodies of water, watercourses, wetlands, railroads, important vegetation, stone walls and soils types that may influence the design of the subdivision. (Section IV.9/V.8)	Sheet C-1	<input checked="" type="checkbox"/> Preliminary Plat <input checked="" type="checkbox"/> Final Plat	
<input type="checkbox"/>	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)	N/A (see site plans)	<input checked="" type="checkbox"/> Preliminary Plat <input checked="" type="checkbox"/> Final Plat	
<input type="checkbox"/>	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)	N/A	<input checked="" type="checkbox"/> Preliminary Plat <input checked="" type="checkbox"/> Final Plat	
<input type="checkbox"/>	Base flood elevation (BFE) for subdivisions involving greater than five (5) acres or fifty (50) lots. (Section IV.11)	N/A	<input checked="" type="checkbox"/> Preliminary Plat <input checked="" type="checkbox"/> Final Plat	
<input type="checkbox"/>	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)	N/A	<input checked="" type="checkbox"/> Preliminary Plat <input checked="" type="checkbox"/> Final Plat	

Requirements for Preliminary/Final Plat				
<input checked="" type="checkbox"/>	Required Items for Submittal	Item Location (e.g. Page/line or Plan Sheet/Note #)	Required for Preliminary / Final Plat	Waiver Requested
<input type="checkbox"/>	Dates and permit numbers of all necessary permits from governmental agencies from which approval is required by Federal or State law. (Section V.10)	N/A	<input type="checkbox"/> Preliminary Plat <input checked="" type="checkbox"/> Final Plat	
<input type="checkbox"/>	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)	N/A	<input type="checkbox"/> Preliminary Plat <input checked="" type="checkbox"/> Final Plat	
<input checked="" type="checkbox"/>	Location of all permanent monuments. (Section V.12)	Sheet C-1	<input type="checkbox"/> Preliminary Plat <input checked="" type="checkbox"/> Final Plat	

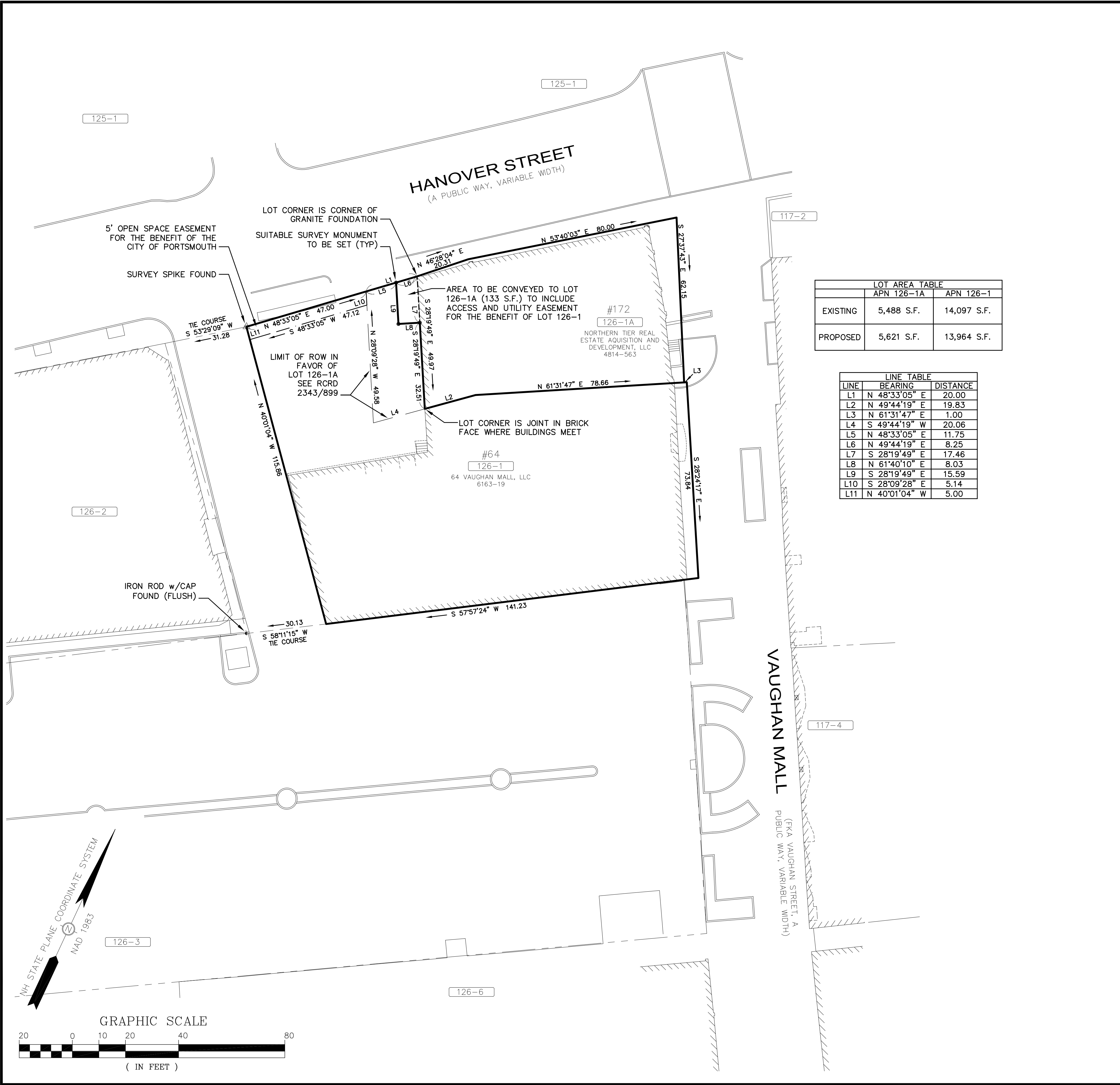
General Requirements ¹			
<input checked="" type="checkbox"/>	Required Items for Submittal	Item Location (e.g. Page/line or Plan Sheet/Note #)	Waiver Requested
<input type="checkbox"/>	1. Basic Requirements: (VI.1)		
<input type="checkbox"/>	a. Conformity to Official Plan or Map		
<input type="checkbox"/>	b. Hazards	N/A	
<input type="checkbox"/>	c. Relation to Topography		
<input type="checkbox"/>	d. Planned Unit Development		
<input checked="" type="checkbox"/>	2. Lots: (VI.2)		
<input type="checkbox"/>	a. Lot Arrangement		
<input type="checkbox"/>	b. Lot sizes	Sheet C-1	
<input type="checkbox"/>	c. Commercial and Industrial Lots		
<input type="checkbox"/>	3. Streets: (VI.3)		
<input type="checkbox"/>	a. Relation to adjoining Street System		
<input type="checkbox"/>	b. Street Rights-of-Way		
<input type="checkbox"/>	c. Access		
<input type="checkbox"/>	d. Parallel Service Roads	N/A	
<input type="checkbox"/>	e. Street Intersection Angles		
<input type="checkbox"/>	f. Merging Streets		
<input type="checkbox"/>	g. Street Deflections and Vertical Alignment		
<input type="checkbox"/>	h. Marginal Access Streets		
<input type="checkbox"/>	i. Cul-de-Sacs		
<input type="checkbox"/>	j. Rounding Street Corners		
<input type="checkbox"/>	k. Street Name Signs		
<input type="checkbox"/>	l. Street Names		
<input type="checkbox"/>	m. Block Lengths		
<input type="checkbox"/>	n. Block Widths		
<input type="checkbox"/>	o. Grade of Streets		
<input type="checkbox"/>	p. Grass Strips		
<input type="checkbox"/>	4. Curbing: (VI.4)	N/A (see site plans)	
<input type="checkbox"/>	5. Driveways: (VI.5)	N/A (see site plans)	
<input type="checkbox"/>	6. Drainage Improvements: (VI.6)	N/A (see site plans)	
<input type="checkbox"/>	7. Municipal Water Service: (VI.7)	N/A (see site plans)	
<input type="checkbox"/>	8. Municipal Sewer Service: (VI.8)	N/A (see site plans)	
<input type="checkbox"/>	9. Installation of Utilities: (VI.9)		
<input type="checkbox"/>	a. All Districts		
<input type="checkbox"/>	b. Indicator Tape	N/A (see site plans)	
<input type="checkbox"/>	10. On-Site Water Supply: (VI.10)	N/A	
<input type="checkbox"/>	11. On-Site Sewage Disposal Systems: (VI.11)	N/A	
<input type="checkbox"/>	12. Open Space: (VI.12)		
<input type="checkbox"/>	a. Natural Features		
<input type="checkbox"/>	b. Buffer Strips	N/A (see site plans)	
<input type="checkbox"/>	c. Parks		
<input type="checkbox"/>	d. Tree Planting		
<input checked="" type="checkbox"/>	13. Flood Hazard Areas: (VI.13)		
<input type="checkbox"/>	a. Permits		
<input type="checkbox"/>	b. Minimization of Flood Damage	Sheet C-1 Note 5	
<input type="checkbox"/>	c. Elevation and Flood-Proofing Records		
<input type="checkbox"/>	d. Alteration of Watercourses		
<input type="checkbox"/>	14. Erosion and Sedimentation Control (VI.14)	N/A (see site plans)	

<input checked="" type="checkbox"/>	Required Items for Submittal	Item Location (e.g. Page/line or Plan Sheet/Note #)	Waiver Requested
<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	15. Easements (VI.15) a. Utilities b. Drainage	Sheet C-1	
<input checked="" type="checkbox"/>	16. Monuments: (VI.16)	Sheet C-1	
<input type="checkbox"/>	17. Benchmarks: (VI.17)	N/A (see site plans)	
<input type="checkbox"/>	18. House Numbers (VI.18)	N/A	

Design Standards			
	Required Items for Submittal	Indicate compliance and/or provide explanation as to alternative design	Waiver Requested
<input type="checkbox"/>	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	N/A	
<input type="checkbox"/>	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	N/A (see site plans)	
<input type="checkbox"/>	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	N/A (see site plans)	
<input type="checkbox"/>	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	N/A (see site plans)	

Applicant's/Representative's Signature: EB: [Signature] Date: July 7, 2021

¹ See City of Portsmouth, NH Subdivision Rules and Regulations for details.
Subdivision Application Checklist/April 2019



NOTES

1. OWNER OF RECORD: 64 VAUGHAN MALL, LLC
ADDRESS: 41 INDUSTRIAL DRIVE, EXETER, NH 03833
DEED REFERENCE: 6163/19
TAX SHEET / LOT: 126/1
- OWNER OF RECORD: NORTHERN TIER REAL ESTATE ACQUISITION & DEVELOPMENT, LLC C/O JOHN J. DUSSI
ADDRESS: 4 MOODY LANE, WEST NEWBURY, MA 01985
DEED REFERENCE: 4814/563
TAX SHEET / LOT: 126/1A
2. THIS PLAN IS BASED ON A FIELD SURVEY BY JAMES VERRA AND ASSOCIATES, INC. PERFORMED 3/2014, 4/2017 & 12/2019. ON SITE CONTROL ESTABLISHED USING SURVEY GRADE GPS UNITS. HORIZONTAL DATUM: NAD 1983 (1986 ADJUSTMENT) PRIMARY BM: NHDOT 379-0150 (PORTSMOUTH TRAFFIC CIRCLE)
3. SEE ROCKINGHAM COUNTY SUPERIOR COURT NOTICE OF DECISION DATED 3/18/2015, RCRD BOOK 5626, PAGE 1529. ALSO SEE STIPULATION DATED 1/30/2015, RCRD BOOK 5626, PAGE 1531.
4. THE SUBJECT TRACT LIES IN ZONE X (UNSHADED), AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN, AS SHOWN ON FLOOD INSURANCE RATE MAP 33015CO259E, EFFECTIVE DATE MAY 17, 2005, BY FEMA.
5. ZONE: CD5 (CHARACTER 5)
OVERLAY: DOWNTOWN OVERLAY DISTRICT
HISTORIC OVERLAY DISTRICT
6. DIMENSIONAL REQUIREMENTS:
FRONT YARD: 5' MAX.
SECONDARY FRONT YARD: 5' MAX.
SIDE YARD: 5' NR (NO REQUIREMENT)
REAR YARD: 5' NR (NO REQUIREMENT)
FRONT LOT LINE BUILDOUT: 80% WIDTH MIN.
SECONDARY BUILDOUT: 80% WIDTH MIN.
MAX. BUILDING COVERAGE: 95%
MAX. BUILDING FOOTPRINT: 20,000 S.F.
MIN. LOT AREA: NR
LOT AREA/DWELLING: NR
MIN. OPEN SPACE: 5%
BUILDING HEIGHT: 3 STORIES OR 40'

REFERENCE PLANS:

1. PLAT OF LAND, 64 VAUGHAN MALL, PORTSMOUTH, N.H., FOR BENDETSON-PORTSMOUTH REALTY TRUST, REVISED TO 9/17/2018, RCRD PLAN D-41080.
2. CONDOMINIUM SITE PLAN, THE PROVIDENT CONDOMINIUM, 25 MAPLEWOOD AVENUE, PORTSMOUTH, N.H., FOR 25 MAPLEWOOD AVENUE, LLC., DATED 12/20/2019, RCRD PLAN D-41922.
3. EXISTING CONDITIONS PLAN, PROPOSED SITE DEVELOPMENT PLANS, 25 MAPLEWOOD AVENUE, PORTSMOUTH, N.H., BY JAMES VERRA AND ASSOCIATES, INC., DATED 4/18/2017, NOT RECORDED.

ABUTTERS LIST

MAP-LOT	OWNER OF RECORD	DEED REF.
117-2	JAMER REALTY, INC. 80 HANOVER ST, PORTSMOUTH, NH 03801	3093/1283
117-4	SWJ LTD C/O GENE FISK & ASSOCIATES, LLC 4 GREENLEAF WOODS DR, SUITE 102 PORTSMOUTH, NH 03801	2574/495
125-1	PARADE OFFICE, LLC C/O CATHARTES PRIVATE INVESTMENTS 31 MILK STREET, SUITE 501, BOSTON, MA 02109	N/A
126-2	25 MAPLEWOOD AVENUE, LLC 41 INDUSTRIAL DR, EXETER, NH 03833	6068/2230
126-3	CITY OF PORTSMOUTH 1 JUNKINS AVE, PORTSMOUTH, NH 03801	4701/534

APPROVED BY THE PORTSMOUTH PLANNING BOARD

CHAIRMAN DATE

James Verra

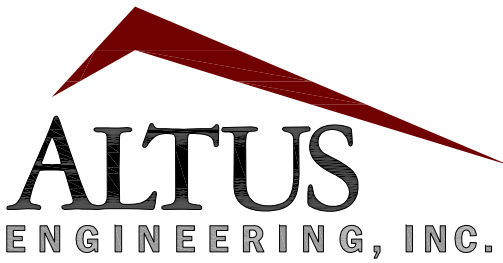
and Associates Inc.

LAND SURVEYORS

101 SHATTUCK WAY, SUITE 8
Newington, New Hampshire
03801-7876

Tel 603-436-3557

JOB NO.: 23524-A
PLAN NO.: 23524-A2



133 Court Street Portsmouth, NH 03801
(603) 433-2335 www.altus-eng.com

NOT FOR CONSTRUCTION

ISSUED FOR:

PLANNING BOARD

ISSUE DATE:

JULY 28, 2021

REVISIONS

NO.	DESCRIPTION	BY	DATE
0	TAC	EBS	06/21/21
1	PLANNING BOARD	EBS	07/28/21

DRAWN BY: EBS

APPROVED BY: EDW

DRAWING FILE: 5042-SITE.dwg

SCALE: 22"x34" 1" = 20'
11"x17" 1" = 40'

OWNER:

64 VAUGHAN MALL, LLC
41 INDUSTRIAL DRIVE
EXETER, NH 03833

NORTHERN TIER REAL
ESTATE ACQUISITION
& DEVELOPMENT, LLC
c/o JOHN DUSSI
4 MOODY LANE
WEST NEWBURY, MA 01985

APPLICANT:

HAMPSHIRE
DEVELOPMENT CORP.

41 INDUSTRIAL DRIVE
EXETER, NH 03833

PROJECT:

64 VAUGHAN MALL
BUILDING RESTORATION

TAX MAP 126, LOT 1

64 VAUGHAN MALL
PORTSMOUTH, NH 03801

TITLE:

LOT LINE
ADJUSTMENT PLAN


SHEET NUMBER:

C-1

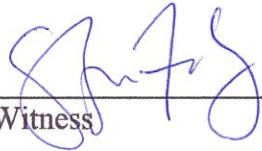
P5042

Letter of Authorization

I, Steve Wilson of 64 Vaughan Mall, LLC hereby authorize Altus Engineering, Inc. of Portsmouth, New Hampshire to represent me as the Applicant in all matters concerning engineering and related permitting for Portsmouth Tax Map 126, Lot 1 located at 64 Vaughan Mall, Portsmouth, New Hampshire. This authorization shall include any signatures required for Federal, State and Municipal permit applications.


Signature

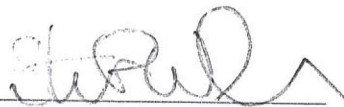
Steven P. Wilson 12/22/20
Print Name Date


Witness

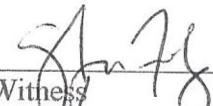
SHAYNE FORSLER 12/22/20
Print Name Date

Letter of Authorization

I, Steve Wilson of Hampshire Development Corp., hereby authorize Altus Engineering, Inc. of Portsmouth, New Hampshire to represent me as the Applicant in all matters concerning engineering and related permitting for Portsmouth Tax Map 126, Lot 1 located at 64 Vaughan Mall, Portsmouth, New Hampshire. This authorization shall include any signatures required for Federal, State and Municipal permit applications.


Signature

Steven P. Wilson 5-5-20
Print Name Date


Witness

SHAWN FORSEY
Print Name

5/5/20
Date