

SITE PLAN REVIEW REGULATIONS

TOWN OF RANDOLPH, NEW HAMPSHIRE

APRIL, 2007

THESE REGULATIONS REQUIRE AND AUTHORIZE THE RANDOLPH PLANNING BOARD TO REVIEW AND APPROVE IN ADVANCE ANY PROPOSALS FOR STARTING OR ALTERING COMMERCIAL, INDUSTRIAL, INSTITUTIONAL OR OTHER NON-RESIDENTIAL OR MULTI-UNIT RESIDENTIAL DEVELOPMENTS WITHIN THE TOWN OF RANDOLPH.

**ADOPTED BY THE RANDOLPH PLANNING BOARD: JULY 1, 1997
FILED WITH REGISTRAR OF DEEDS, COOS COUNTY: JULY 2, 1997
(REG. ID.: BK. 878; P.13)
FILED WITH SELECTMEN, TOWN OF RANDOLPH: JULY 2, 1997
FILED WITH TOWN CLERK, RANDOLPH: JULY 2, 1997
AMENDED APRIL 5, 2007
AMENDED VERSION FILED WITH TOWN CLERK APRIL 9, 2007**

NOTE: THESE REGULATIONS ARE SUBJECT TO CHANGE BY AMENDMENT. ALL AMENDMENTS WILL BE FILED WITH THE TOWN CLERK OF THE TOWN OF RANDOLPH AND IT IS THE RESPONSIBILITY OF INTERESTED PARTIES TO CONSULT THE TOWN CLERK FOR THE LATEST AMENDMENTS

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ARTICLE I: AUTHORITY AND SCOPE.

Pursuant to the authority vested in it on March 12th, 1996, by the voters of the Town of Randolph in Town Meeting assembled and in accordance with the provisions of RSA 674:43 of the State of New Hampshire, the Randolph Planning Board adopts the following rules governing the approval and carrying out of plans for the development or change or expansion of use of land involving non-residential uses or multi-family dwellings containing more than two (2) units, whether or not such development or change or expansion of use incorporates a subdivision or re-subdivision of the site; and such rules shall be entitled the “Site Plan Review Regulations, Town of Randolph, New Hampshire”.

ARTICLE II: PURPOSE

A. General Purposes

The general purpose of this regulation is to provide standards by which Applications for development will be evaluated by the Town of Randolph and by which actual performance of those operations and uses will be monitored by Town officials for compliance. The purpose of these standards is to protect the Town in general, and abutting and neighboring landowners in particular, from any potential negative impacts that new nonresidential or multi-family residential uses may have on the physical environment or on the quality of life currently enjoyed by residents .

B. Specific Purposes

The specific purposes of the Site Plan Review process are to:

1. Provide for the safe and attractive development or change or expansion of use of a relevant site and to guard against such conditions as would involve danger or injury to health, safety or prosperity by reason of:
 - a. In adequate drainage or conditions conducive to flooding of the relevant property of any other property;
 - b. Inadequate protection for the quality of groundwater;
 - c. Introduction of undesirable elements, or levels, of pollution such as noise, smoke, soot, particulates or any other discharge into the environment which could prove harmful to persons, structures or neighboring properties; and
 - d. Inadequate provisions for fire safety, prevention and control;
2. Provide for the harmonious and aesthetically pleasing development of the municipality and its environs;
3. Provide for open spaces and green spaces of adequate proportions;
4. Require the proper arrangement and coordination of streets within the site in relation to other existing or planned streets or with features of the official map of the municipality;
5. Require streets of sufficient width to accommodate existing and prospective traffic and to afford adequate light and air and access for emergency apparatuses and equipment to buildings to be suitably located and coordinated so as to compose a convenient system for traffic movement;
6. Require, in proper cases, that plats showing new streets or the narrowing or widening of existing streets be submitted to the Planning Board for approval;
7. Require that the land indicated on plats submitted to the Planning Board shall be of such character that it can be used for building purposes without danger to health; and

8. Require that nonresidential or multi residential developments or expansions of use shall meet conditions favorable for health, safety, convenience and prosperity.

ARTICLE III: EFFECT OF OTHER LAW

A. Application of Most Restrictive Regulations

Whenever the regulations made under the authority hereof differ from those prescribed by any statute, ordinance or other regulations, that provision which imposes the greater restriction or the higher standard shall govern, to the extent not contrary to state law.

B. Applicability of Other Ordinances

The Site Review procedure in no way relieves the developer, his or her agent, or representative from compliance with the Randolph Land Use Ordinance, Subdivision Regulations or any other ordinance or regulation which pertains to the proposed development; and no site plan will be approved unless it complies in all respects with any and all pertinent legal requirements.

C. Separability

If any provision herein shall be held to be invalid by any court, such holding shall not invalidate any other section, clause or portion of these regulations.

ARTICLE IV: DEFINITIONS

A. Development

Development means the construction of improvements on a tract or tracts of land for non-residential use or for multi-family dwellings involving more than two (2) units.

B. Change of Use

Change of use means an alteration in the nature of a use which creates or alters a non-residential use or a residential use involving more than two (2) dwelling units, and includes any such change which takes place incrementally over a period of time.

C. Expansion of Use

Expansion of use means an increase in the activity, intensity or size of a non-residential use or of a residential use involving more than two (2) dwelling units, or in the area occupied by such a use, and includes any such expansion which takes place incrementally over a period of time.

D. Land Use Ordinance and Subdivision Regulations

The definitions contained in the Randolph Land Use Ordinance and the Randolph Subdivision Regulations shall apply to the Site Plan Review Regulations, where applicable.

ARTICLE V: PROCEDURE

Whenever any development, change or expansion of use, is proposed, and before it takes place; before any construction, land clearing or building activity is begun; before any authorization or permit therefore may be granted;

before any contract or offer for sale, rent, condominium conveyance or lease of lots may be negotiated; and before any site plan may be filed in the Office of the Register of Deeds of Coos County, the developer or his authorized agent shall apply for and secure approval of such proposed development, change or expansion of use, in accordance with the following procedure:

A. Preliminary Consultation and Review

1. The applicant may appear at a regular meeting of the Planning Board to discuss a proposal in conceptual form and in general terms; and such preliminary consultation shall be informal and directed towards:
 - a. Reviewing the basic concepts of the proposal;
 - b. Reviewing the proposal in the context of the Town Master Plan, the Land Use Ordinance and the Subdivision Regulations; and
 - c. Advising the applicant with regard to relevant state and local requirements.
2. Preliminary consultation and review shall be strictly limited to conceptual and general matters, shall not bind the applicant or the Board and may occur without a public hearing and without formal notice to the public or to abutters.
3. Preliminary consultation and review shall be separate from consideration of a completed application under Sections B and C below and the time limits for acting under Section D shall not apply until a completed application has been submitted and accepted, as such, by the Board.

B. Completed Application

1. In order to invoke jurisdiction by the Board, a completed application must contain finished proposals with sufficient information to allow the Board to proceed with consideration and to make an informed decision.
2. A completed application shall consist of an application for Site Plan approval properly filled out and filed with the Board in accordance with Section C, below, accompanied by:
 - a. The names and addresses of the applicant and of all abutters as indicated in Town records not more than five (5) days prior to the day of filing;
 - b. A check payable to the Town of Randolph to cover filing fees, mailing, advertising, recording and other costs as provided in Section G, below; and
 - c. Three (3) paper print copies of the Site Plan layout in accordance with, and accompanied by the information required by, Article VII.

C. Filing and Submission of Completed Application

1. A completed application is an application which has been accepted as such by the Board after formal submission at a meeting convened as a public meeting with due notification to abutters and the public as required by RSA 676:4(I)(d), and by Section F(1), below.
2. An application considered by the applicant to be complete may be filed with the Board for consideration only at a regular scheduled monthly meeting at least twenty-five (25) days prior to the date of the public meeting at which it is to be formally submitted for acceptance as a completed application.
3. If the Board determines that a submitted application is incomplete it may not accept such application, nor mail, post or publish notices for a subsequent public hearing as provided for under Section F(2) below.

4. Applications may be disapproved by the Board without a public hearing on grounds of failure of the applicant to supply information required by these regulations, including:

- a. Abutters' identification and information required for a completed application;
- b. Failure to pay costs of notices or other costs and fees required by these Regulations; or
- c. Failure to meet any reasonable deadline established by or under these Regulations.

5. When a completed application is accepted by the Board, the Board shall provide a receipt to the applicant, upon request, indicating the date of formal acceptance.

D. Board Action on Completed Application

1. The Board shall begin consideration of the completed application within thirty (30) days of accepting its submission.
2. After review of the completed application, and after a duly notified public hearing as provided for in Section E, below, the Board shall act to approve or disapprove the completed application within ninety (90) days after accepting its submission, unless the applicant shall agree to an alternative deadline or the Selectmen shall authorize an extension of up to a further ninety (90) days in accordance with the provisions of RSA 676:4.
3. If the Board disapproves the application, the grounds for such disapproval shall be adequately stated in the records of the Planning Board and in written notice given to the applicant.
4. If the Board approves the application, with or without conditions, such approval, together with any such conditions, shall be certified by written endorsement on the Site Plan and signed by a majority of the Board; and the Board, or its agent, shall transmit a mylar copy of the Site Plan with the endorsement thereon to the Registrar of Deeds of Coos County and the developer shall be responsible for the payment of all recording fees.
5. If the Planning Board has not taken action to approve or disapprove the completed application within the time period determined under subsection (2) above, the applicant may obtain from the Selectmen an order directing the Board to act within fifteen (15) days and the failure of the Board to act upon such order of the Selectmen shall constitute grounds for the applicant to petition the Superior Court as provided in RSA 676:4.

E. Public Hearing

1. Within ninety (90) days after acceptance of a completed application and prior to approval of a Site Plan, a public hearing shall be held as prescribed by RSA 676:4, with notice of such hearing given to the applicant, abutters and the public in accordance with Section F(2), below.
2. The Planning Board may hold a hearing on Site Plan Review in conjunction with a subdivision hearing if both are required for a project; and a hearing for Site Plan Review by the Planning Board may be held at the same time and place as a hearing for a variance or Special Exception in the same matter is held by the Board of Adjustment.

F. Notices

1. Notice of the intent to submit a completed application shall be mailed by the Board to abutters and the applicant by certified mail, return receipt requested, at least ten (10) days prior to the scheduled meeting at which the submission is to be considered and, at the same time, notice shall be posted in at least two public places within the Town and published in a newspaper of general circulation; and such notice shall include the date, time and place of the meeting, a general description of the proposal and the location of the proposed site development.
2. Notice of any public hearing on a completed application shall be given in the same way as notice of intent to submit a completed application; but if notice of the public hearing has been included in the notice of submission or in any other earlier notice, additional notice of the public hearing shall not be required, nor shall additional notice be required of any adjourned session of a properly notified hearing where the date, time and place of the adjourned session was made known at a prior session.

G. Fees and Expenses

1. A completed application shall be accompanied by payments to cover the following:
 - a. a Site Plan Review Application Fee of \$25.00, unless the application is filed and is to be considered in conjunction with an application for subdivision approval; and
 - b. all costs of notices to abutters or the public at large, whether mailed, posted or published, non-payment of which by the applicant shall constitute valid grounds for the Board to terminate further consideration of the application and to disapprove it without a public hearing.
2. In addition to the payments under paragraph 1, above, the Board may require that any costs incurred by the Board under Article VIII in connection with commissioned research or the engagement of consultants to assist it in making informed decisions shall be paid by the applicant prior to final action on the site plan, as provided by RSA 676:4(g).

ARTICLE VI: GENERAL STANDARDS

A. Any site plan approved by the Board under these regulations shall (a) provide for the safe and attractive development or change or expansion of use of the site; (b) promote the health, safety and economic well-being of the Town and its inhabitants; (c) contribute to the harmonious and aesthetically pleasing development of the community; (d) facilitate the evolution of a convenient and coordinated system of streets and ways ensuring the easy and safe movement of traffic; and (e) protect wilderness reservations and sites, hiking trails and other recreational facilities by which the public is enabled to enjoy the natural environment; and, for these purposes, the Board may impose such requirements as it deems necessary and appropriate.

All site developments shall be designed and laid out to foster good street access management so as to have the least negative impact upon traffic safety and flow and to encourage safe traffic movement by minimizing access points onto streets. Access management standards for Randolph are found in Attachment A of these Regulations.

B. The Board may establish requirements which are more stringent than those referred to in Section C below, where the topography, density of development, nature of solid waste or other conditions warrant such action.

C. Without detracting in any way from the generality of the authority conferred by the preceding sections, the Board shall ensure that any approved Site Plan contains such provisions as may be necessary to meet the following standards:

1. **Drainage Standards** which require that:
 - a. on-site drainage and erosion and sediment control measures are designed to effectively manage surface and subsurface drainage, and to minimize soil erosion and siltation, during and after site development;
 - b. storm drainage of the site is designed for at least a 25 year flood and for the retention of excess storm water for later gradual release when site drainage systems, or existing drainage systems to which site drainage systems are connected, become overloaded;
 - c. where a site is traversed by an existing or future watercourse or drainage way or sewer line, or where the Board feels that surface water drainage should be controlled for the protection of the development, or of the properties abutting it, such culverts, catch basins, or other means of channeling surface water within the site or over or around abutting properties shall be provided as are, in the opinion of the Board, adequate and proper;
 - d. no structure, septic system, leach field or paved area may be located within one hundred (100) feet of the near bank of a year-round stream or body of water or wetland, except when roads and bridges cross a stream or other body of water;

e. provisions are made for winter snow storage and/or removal as necessary to ensure that existing or proposed drainage facilities can adequately dispose of melting snow.

2. **Water Supply, Sewage, Solid Waste and Utility Standards** which require that:

a. on-site waste and sewage disposal systems do not pollute water supply sources, wetlands, water courses or flood plains;

b. water supply, sewage and solid waste disposal facilities are designed in accordance with all applicable state and local regulations;

c. no use shall be carried out on a parcel of land which is not capable of sustaining the on-site sanitary facilities required for such use by State or local regulations;

d. minimum lot sizes for residential, commercial and industrial uses shall, in addition to meeting the requirements of the Land-Use Ordinance of the Town of Randolph, also meet such additional soil lot size requirements as may be needed for the lot to ensure ground water quality protection. These additional requirements are specified in the Randolph Subdivision Regulations (Section 9 and Table 1).

e. wetlands and areas where the slope of land is greater than 25% may not be used to fulfill minimum lot size requirements;

f. the design of any community water supply or sewage disposal system shall be approved by the State before the Board grants approval; although the Board may impose additional requirements;

g. no community water supply or sewage disposal system shall be approved by the Board unless it is satisfied that adequate provisions have been made for continued operation and maintenance;

h. in order for the site to be adequately supplied with gas, electricity or other necessary or appropriate utility facilities and services, the developer shall make such provisions, including easements, as are needed to meet the standards and requirements of the utility companies involved; although the Board may, if it is of the opinion that such measures are needed for the harmonious and aesthetically pleasing development of the community or for the protection of public health or safety, require utility installations to be placed underground or otherwise specially situated;

i. easements shall be provided for utilities, access and drainage and shall, to the extent possible, be located on rear or side lot lines but shall not adversely affect abutting properties.

3. **Community Protection, Conservation and Landscaping Standards** which require that:

a. persons and property within the community be protected against undesirable noise levels, odors, soot, particulate or other pollutants or environmental hazards emanating from the site;

b. provision is made for adequate and appropriate lighting facilities which do not adversely affect adjoining property owners or the community;

c. the quality of land used for development is not such as may endanger health or safety;

d. the site area is appropriately landscaped and screened for the purpose of cushioning the impact of the development upon the community, adjacent properties, public streets and highways and the site itself;

e. when a free-standing structure is built in connection with a development or change or expansion of use to which these regulations apply, that structure, if it is for commercial or industrial use, shall be set back at least 100 feet from any public road or highway and, if it for another use, shall be set back at least 50 feet from such public way;

f. there shall be provided a minimum setback of twenty-five (25) feet between any septic tank or leach field and the nearest property line, in order that maintenance, repair or other work on such tank or field can be carried out within the property boundaries.

g. landscaping of parking lots and buffer zones capable of reducing noise and preventing visual problems are utilized as needed for all commercial, industrial and multi-family developments;

h. signs, which may be erected for advertising or informational reasons, shall pertain only to goods and services offered on the premises and may be lighted only by continuous, uninterrupted illumination designed primarily for night-time informational purposes;

i. open spaces and green spaces are preserved and provided for to the maximum extent possible, and, to that end, the combined portions of any development site which may be covered by structures, paved roadways, driveways, parking areas, patios or other impervious surfaces, shall not exceed fifty percent (50%) of the total land area remaining after wetlands, flood plains and areas with slopes exceeding twenty-five percent (25%) have been excluded;

j. wilderness areas, sanctuaries, special varieties of vegetation and natural features are preserved whenever feasible; trails for hiking and other recreational uses are protected and relocated if necessary, and any adverse impacts of the development upon such facilities and activities are reduced by buffer zones, landscaping or other means;

k. the Planning Board may set more stringent requirements with respect to Conservation and Landscaping Standards if the topography, natural features of the site, density of development or other relevant conditions warrant such action in the opinion of the Board.

4. **Hazard Reduction Standards** that require that:

a. all developments to which these regulations apply fully conform to applicable state standards, regulations or requirements, including state fire codes and regulations;

b. there are adequate safeguards against the outbreak and spread of fire; appropriate facilities to assist the community in fire prevention and control; and means of easy access from town streets and State highways to and within the site for fire and other emergency vehicles and personnel;

c. provisions for emergency vehicle access and for emergency personnel operation are reviewed and approved, as appropriate, by the Town Fire Chief, Forest Fire Warden, Police Chief, Road Agent and personnel of the Randolph Life Squad;

d. all dead-end streets shall be provided with a cul-de-sac or turnaround with adequate room for the movement of snowplows and fire equipment, although variations in design are allowed to accommodate differences in terrain, as illustrated in Appendix III of these Regulations and Appendix III of the Randolph Subdivision Regulations.

5. **Road and Street Standards** which require that:

a. All streets shall meet the standards of the Randolph Subdivision Regulations and the access Management standards found in Attachment A of these Regulations.

b. Off-street facilities shall be provided for all institutional, commercial and industrial uses.

c. Off-street parking shall be provided in accordance with the minimum requirements set forth in Attachment B of these Regulations, unless the Board determines that special conditions render compliance either not feasible or not necessary. Sufficient off-street loading and/or unloading space shall be provided, including off-street areas for maneuvering of anticipated trucks or other vehicles.

d. Parking lots shall be provided only at the side or to the rear of non-residential buildings that are visible from Town roads. When such placement is not practicable for unalterable reasons, thickly vegetated buffers shall be provided, whose width, length and planting materials shall be sufficient to visually screen the view of parked vehicles from the public way.

e. Access, parking and loading areas are to be constructed so as to minimize dust, erosion and runoff conditions that would have a detrimental effect on abutting or neighboring properties.

f. Permeable surfaces may be used which might reduce the need for installation of drainage facilities to accommodate runoff. However, the Planning Board may require that access, parking and loading areas be conventionally paved, if deemed appropriate.

g. All roads, parking areas, drainage facilities, bridges and other relevant structures or facilities shall be built in accordance with these regulations and the "Standard Specifications for Road and Bridge Construction," as amended, published by the State of New Hampshire.

h. the developer shall be responsible for the erection of street name signs at all intersections, and for posting roads as "private" until accepted by the Town;

i. the developer shall assume responsibility for the construction and maintenance of any private road to be built in connection with the development or shall supply the Board with satisfactory evidence indicating the person or persons who will assume such responsibility and the methods to be used for defraying costs thereof;

j. private roads within any development to which these regulations apply shall conform to, and be maintained at, the standards of Town roads and shall, as a condition of approval by the Board, be subject to inspection by the Board of Selectmen or their appointed agent;

k. when any road is to be deeded to the Town, the applicant shall supply the Board with a proposed deed including a metes and bounds description prepared by a licensed surveyor, a certification that the right-of-way bounds have been set at the locations shown on the plan, and an "as built" plan showing the completed line of street elevations, drainage systems (including culverts, catch basins and drainage easements) guard rail and sign locations super imposed in contrasting color (preferably red ink) on a print of the road design, and such road shall be inspected and evaluated by the Board of Selectmen or their appointed agent in order to identify any deviations from Town road standards;

l. driveways do not exceed 750 feet in length, nor shall any portion of a driveway have a slope greater than 12%;

m. signs shall conform to the provisions of the Randolph Land-Use Ordinance, shall not interfere with the line of sight for street traffic, nor with the passage of bicyclists or pedestrians, and shall be located outside of a road right-of-way or at least 15 feet from the near edge of the paved or graveled surface of such road, whichever distance is the greater;

ARTICLE VII: SUBMISSION REQUIREMENTS

A. The Planning Board shall not accept an application for Site Plan approval as a completed application unless it contains all of the information needed to make an informed decision regarding every element of such application, and to that end the Board may require a completed application to include the results of specific investigations, environmental assessments, traffic studies, economic impact analyses or other graphic or written reports in addition to the requirements set forth in this article.

B. The information and materials required for a completed application under the various categories into which this article is divided may be consolidated for presentation unless the Board requires that any or all of such information and materials be presented in the form of one or more separate plans corresponding to such categories.

C. In particular, and without in any way detracting from the generality of the foregoing paragraphs, a completed application shall contain, at a minimum, the information and materials indicated below:

1. **General Requirements:**

- a. Proposed project name or title of the plat;
- b. names and addresses of the developer, applicant and owner(s) of land;
- c. Three (3) dark line print copies of the plat or Site Plan 22" x 34" in size with a fourth, mylar, print provided upon site approval;
- d. name, address and signature of any New Hampshire licensed architect, registered land surveyor, or licensed civil engineer whose signature appears on the plan;
- e. list of abutters and their addresses taken from municipal records not more than five (5) days before submission;
- f. a check to cover the costs specified in Article V(G)(1);
- g. an accurate plan with surveyed property lines indicating bearings, distances and monuments which shows:
 - i. existing and proposed roads, easements, rights-of-way, buildings or other structures, landscaping, stone walls, recreational trails, and other man-made dispositions and features as well as water courses, lakes or ponds, standing water, marshes, rock ledges, outcrops, types of vegetation and other natural or topographical features, as well as the twenty-five year flood elevation line, where applicable;
 - ii. the boundaries of the entire parcel held in single ownership regardless of whether all or part is currently proposed for development; the boundaries of the lot or lots comprised by the site, and of abutting lots, as they appear in the Town tax map together with tax map numbers; and
 - iii. the locations of all buildings within 200 feet of the site and the locations of all intersecting roads or driveways within 500 feet of the site together with a description of the uses of abutting properties;
- h. a demarcation of any existing or proposed easement, covenant or other deed restriction applicable to the development;
- i. a description of buildings showing:
 - i. existing structures, indicating which are to remain and which are to be remodeled;
 - ii. a typical elevation view of the shape, size, height, bulk, facade design, signing and use of all proposed structures, including existing buildings whether or not remodeled; and
- j. a vicinity sketch at a scale of not less than 1" equals 2000 showing the general location of the site within the Town and in relation to the surrounding public street system, indicating all significant topographical and manmade features.

2. **Drainage Requirements:**

- a. an accurate plan showing soil mapping types, slopes, and boundaries derived from a High Intensity Soil Survey, including the percentages of the area in each type and slope, existing and proposed grades, drainage systems and structures, with topographic contours at intervals not exceeding 2 feet where the grade is less than 5 percent, otherwise not exceeding 5 foot contour intervals.
- b. a separate drainage plan showing the existing and proposed methods of handling normal and storm water runoff, including the direction of flow of the runoff through the use of arrows, the location, elevation and size of

all catch basins, dry wells, drainage ditches, swales, retention basins and storm sewers, the way that drainage of the site would connect with existing drainage systems and the engineering calculations used to determine drainage requirements.

c. an erosion and sediment control plan showing the existing and proposed topography of the site at 2 foot intervals, property lines, wetlands, permanent and seasonal water courses, vernal pools, lakes and ponds together with all proposed improvements; showing the location of areas to be stripped of vegetation or otherwise exposed or rendered vulnerable, together with proposals for reclamation, revegetation, stabilization or protection of such areas; and showing the location and design of all erosion and sediment control measures with any relevant information related to the implementation and maintenance of such measures.

d. provisions for snow removal and storage during winter months.

3. **Water Supply, Sewage, Solid Waste and Utility Requirements:**

a. an accurate plan of all building sites with existing and proposed topographic contour boundaries at two-foot intervals, unless otherwise specified by the Board.

b. a report of the results of ground water and percolation tests, with the locations of test pits, the water level and date on which each pit was dug, the depth to seasonal high water level, a description of soil layers and of hard pan ledge and other relevant characteristics, and an identification of one or more appropriate areas for the location of leach fields which meet the requirements specified for the development in state and local regulations.

c. all maps and reports shall represent the result of an Order 1 Soil Survey Order prepared in accordance with the publication *Site Specific Soil Mapping Standards for New Hampshire and Vermont*, SSSNNE Special Publication No. 3, as amended, including square footage calculations of the extent of each soil type within each lot. conducted by a certified soil scientist, where applicable, together with any letter or explanatory data provided by such soil scientist. All costs shall be borne by the applicant.

d. an accurate plan showing the proposed size and location of water supply and sewage facilities with provision for future expansion of such facilities, if any, and the areas surrounding existing water and sewage facilities on the site and on abutting properties to a distance of 200 feet.

e. a description of all structures on the site, existing or proposed, including a proposed expansion of any existing structure, indicating their use, size, shape, location, height and floor elevations.

f. a description of all waste, other than sewage, which the development will or is likely to produce during construction or thereafter, together with the proposals for disposing of such waste.

g. a description of the types, sizes and locations of existing and proposed utilities on or connected to the site, including underground facilities, with all necessary engineering data.

h. in the case of a development involving a community water supply or sewage disposal system, the Board shall be furnished with a copy of the proposed legal documents establishing an owners' association or other arrangement for operation and maintenance and such documents shall include specific provisions for the collection of fees, assessments and charges to pay the costs of common facilities.

i. a copy of the application for state septic approval.

4. **Community Protection, Conservation and Landscaping Requirements:**

a. a map and description of the natural land features on the site, such as streams, marshes, lakes and ponds, types of vegetation, trees, views, ledge outcrops and other topographical features which should be considered in the site design process, as well as recreational trails, indicating which features and facilities are to be removed or altered and what measures are to be taken to protect those which are retained.

b. a description of the type, extent and location of existing open space areas on the site and of those areas, or portions thereof, which are to be retained.

c. a topographical map showing the location and extent of exposed or unprotected areas and of land from which existing vegetation will be removed.

d. a description of the location, type and size of all proposed landscaping, screening and buffer zones, demonstrating their consistency with the general character of the surrounding area.

e. an exterior lighting plan showing the locations, total lumens, directions and type of all existing and proposed outdoor lighting facilities.

f. the location, size, height, design, character and means of illumination of proposed signs and other advertising and instructional devices to be located on the site.

g. the location and size of roofs, paved roadways, sidewalks, parking areas, loading areas, drainage channels, recreational facilities and other impermeable surfaces.

5. Hazard Reduction Requirements:

a. a map showing how the site will be made accessible from state highways and Town roads for emergency vehicles and personnel.

b. a description of the facilities to be provided on the site for fire protection, prevention and control, for medical emergencies and for assisting emergency personnel.

c. copies of state approvals and permits for underground fuel tanks or other facilities, as applicable, or the applications therefor.

6. Road and Street Requirements:

a. a plan of the development which describes the provisions being made for circulation of vehicular, pedestrian and other forms of traffic, the proposed locations, widths, curbing and types of access and egress, the changes that would be needed to existing public streets, sidewalks or curbs, and the traffic control devices or signs which would have to be installed in connection with the site development. Such plan shall comply with the intent and requirements of Randolph's Access Management Standards found in Attachment A of these Regulations.

b. a diagram indicating the locations of existing and proposed roads with classes, names, right-of-way widths, and directional indicators for one-way streets, together with driveways, sidewalks, on and off-street parking spaces and loading facilities associated with structures on the site.

c. three copies of road and driveway designs in plan and profile, on sheets 22 x 34 inches in size, with a horizontal scale of 1 inch = 50 feet and a vertical scale of 1 inch = 10 feet, which include the following information and are accompanied by a detailed engineer's estimate of construction costs:

- i. right-of-way lines;
- ii. slopes and drainage easements;
- iii. all center line data (tangent, lengths and bearings, curve data and stationings);
- iv. edge of pavement lines;
- v. typical cross-section;
- vi. existing grade at each half station, on profile;
- vii. proposed grade at each half station, on profile;
- viii. length of vertical curves and data, on profile;

- ix. drainage structure location and inverts, station, skew, length, slope and end treatment;
 - x. utility locations;
 - xi. design speed;
 - xii. average daily traffic;
 - xiii. specific material specifications or references.
 - xiv. such additional construction drawings as the Board may request pertaining to pavements, walks, steps, curbing, drainage structures or other relevant facilities.
- d. copies of all applicable state approvals, or of applications therefor, including but not limited to, permits for driveways or curb cuts.

7: Telecommunications Tower Application Requirements:

a. a list of all towns within 20 miles of the proposed location for the purpose of notifying such towns of the public hearing. Notices will be sent by certified mail and will be posted in the relevant newspapers used by such towns for legal notices and the costs of such notifications shall be paid by the applicant.

b. a scaled plan including a scaled elevation view, surrounding topography, surrounding tree cover and natural vegetation, radio frequency coverage, design characteristics aimed at avoiding visual obtrusiveness, proposed landscaping, fencing, parking, access roads, adjacent uses and any other information deemed necessary by the Planning Board to assess compliance with the Randolph Land-use Ordinance and these Regulations.

c. written proof that the proposed use/facility would comply with FCC regulations on radio frequency (RF) exposure guidelines.

d. written proof of the applicant’s legal right to use the proposed site.

e. written proof that an evaluation has taken place, with the results of such evaluation, satisfying the requirements of the National Environmental Policy Act (NEPA) referenced in applicable FCC rules. If it is determined that an Environmental Assessment (EA) or an Environmental Impact Statement (EIS) is required under FCC rules and NEPA, submission of the EA or EIS to the Planning Board prior to the beginning of the federal 30 day comment period and of the Town’s Site Plan Review process, shall be required.

f. an inventory, submitted by each applicant for a facility, describing all of its existing facilities within the jurisdiction of the Town, and within five miles of the border thereof or, upon request, within a 20 mile radius of the location of the proposed site under consideration, with specific information about the location, height and design of each such facility antenna heights and diameters and a description of all visible structures, as well as the economic and technical feasibility of co-location on such facilities. The Planning Board may share such information with other applicants applying for approvals or special use permits under the Randolph Land-use Ordinance and these Regulations or with other organizations seeking to locate antennas within the jurisdiction of the Town, provided however that the Planning Board is not, by sharing such information, in any way representing that such sites are available of suitable.

g. a list from each applicant for a facility of any additional towers which may be needed in Randolph to complete its planned wireless coverage, including sites outside of the Town.

h. written proof that the applicant has at least one client under contract to use the proposed facility with a copy of the federal license from the FCC indicating that it is eligible to deploy its systems under the Federal Telecommunications Act of 1996.

i. written evidence demonstrating why an applicant needs to construct a new tower or other ground-mounted structure, such evidence to address the question of why no existing structure or alternate technology (such as distribute antenna system or DAS) can accommodate the proposed use by discussing such issues as location within

relevant geographic area, required height, electromagnetic interference, unreasonable financial burden and any other questions raised by the Planning Board.

j. the results of a noise test to demonstrate that equipment needed for operation of a proposed facility shall not generate noise audible at the nearest property line between the proposed site and a residential or potential residential site. The applicant shall provide 30 days notice of a date when it will demonstrate with appropriate acoustical equipment that this requirement can be met.

k. the results of a balloon test. The applicant shall provide notice of a date on which a balloon (or balloons) will be floated at the proposed site, and provide pictures from all locations within the Town and a radius of 20 miles around the proposed site from which the balloon(s) may be seen.

l. detailed engineering information describing the size and height of towers and antennas and other equipment required to achieve the coverage desired for the proposed facility.

m. a report by an acoustical engineer estimating the noise level which is likely to be generated by wind passing through and around the structure at the proposed location.

n. a proposed agreement with the Town allowing for the co-location of additional facilities upon any new structure by a future applicant if such co-location would not have substantial adverse impacts.

o. a proposed agreement with the Town holding the Town harmless for any injury or death or damage to property resulting from any malfunction or other accidental cause or from negligence in connection with the operation of the proposed facility.

ARTICLE VIII: STUDIES AND CONSULTANTS FOR INFORMED DECISIONS

At any time during consideration of an application for site plan approval the Board may, for the purpose of making an informed decision:

a. commission such special investigative studies, environmental assessments, traffic studies, economic impact studies, legal reviews of documents, administrative measures or other research as the Board may consider necessary, and

b. appoint one or more consultants to assist the Board in ascertaining whether such application meets the standards and requirements of these Regulations, in setting conditions and monitoring their observance, in detecting changes or deviations from the approved plan and assessing their effects, in deciding upon the release of a performance guarantee or the issuance of a certificate of completion under the provisions of Article XII, or in regard to any other relevant matters, and the costs thereof shall be paid by the applicant.

c. When considering an application for a special permit to construct or remodel a telecommunications tower, the Planning Board may have any information submitted under Article VII (B) (7) (l) and (m) above, or any other provision of the Randolph Land-Use Ordinance or these Regulations, reviewed by a consultant for verification of any claims made by the applicant regarding technological limitations and feasibility of alternative locations or of any other matter connected with the application.

d. The costs of any reviews referred to in subsection c above, and any special investigative studies, environmental assessments, traffic studies, economic impact studies, legal reviews, research, consultants, legal attorneys or other persons or measures required by the Planning Board in connection with an application under this article shall be paid by the applicant.

ARTICLE IX: PERFORMANCE GUARANTEE

1. Before, and as a condition of, approval of any Site Plan the Planning Board may require the developer to file with the Town a performance bond, certified check or other form of surety acceptable to the Selectmen in an amount of money equal to the cost of the construction contemplated by the Site Plan.
2. The developer's obligation as set forth in a performance bond shall be secured by a surety company authorized to do business in New Hampshire.
3. A performance bond shall be released one year after the date of issuance of the Certificate of Occupancy if the Planning Board is satisfied that the developer has complied with all requirements.
4. In the event that the Town of Randolph is required to enforce the bond, it shall be entitled to reasonable attorney's fees, awarded by the court, to be paid by the developer.
5. Before, and as a condition of, approval of an application for the construction of a telecommunications tower, the applicant shall be required to post a performance bond meeting the requirements of subsection (1) above. Such bond shall be in an amount adequate to cover the costs of repair and/or removal of such tower and restoration of the site to its previous condition. Such bond shall be in effect for a period of three years at which time the special permit shall come before the Planning Board for review. Before, and as a condition of, renewal of the special permit, the applicant shall be required to post a new performance bond.

ARTICLE X: WAIVER

- A. **General Waiver:** Upon a written request from the applicant, the Board may vote to waive any provision of the Site Plan Review Regulations if it finds that such provision poses an unnecessary hardship upon the applicant and that such waiver would not be contrary to the spirit and intent of these regulations.
- B. **Waiver of Submission Requirement:** Upon a written request from the applicant, or upon a motion by a sitting member of the Board, the Board may vote to waive, in whole or part, any provision of Articles VI or VII when, in the opinion of the Board, such provision would be inappropriate or superfluous to an informed evaluation of the Site Plan in question.
- C. **Waiver of Performance Bond:** The Board may waive the requirement to post bond or other surety and grant approval of the Site Plan on condition(s) acceptable to the Board, the Selectmen and the developer.

ARTICLE XI: CHANGES OR DEVIATION FROM APPROVED PLAN

1. If, during the development stage and/or construction period, the developer desires to make any changes or to deviate from the Site Plan, as approved, he or his agent may appear at a regularly scheduled meeting of the Planning Board to request the Board to approve such change or deviation and may present to the Board such documentation as he considers necessary in support of such request.
2. If the Board determines that such proposed change or deviation constitutes a significant alteration in the approved Site Plan, it may require such additional information as it deems necessary and it shall proceed to schedule a public hearing with prior notice as required by Article V.
3. After a public hearing, as provided above, the Board shall make a decision regarding the proposed change or deviation, taking into consideration its effect upon the scope and intent of the original approved plan and upon the health, safety and welfare of the community and its citizens.

ARTICLE XII: ENFORCEMENT OF DEVELOPER'S UNDERTAKINGS

1. A developer shall construct the Site plan and comply with all conditions and requirements within the time limit stipulated in the approved Site Plan, not to exceed three years, and shall notify the Planning Board and the Board of Selectmen, in writing, when such construction has been completed and conditions met.
2. If it is determined that any conditions and/or requirements remain unfulfilled, or that any improvements provided for in the approved Site Plan have failed for any reason or do not meet the specified conditions or requirements the Board shall notify the developer, in writing, of such deficiencies and establish a time, not to exceed one (1) year for their rectification.
3. The Planning Board shall retain the authority set forth in subsection (2), above for a period of one (1) year after the issuance of a Certificate of Completion, or after the correction of all deficiencies, whichever occurs last.
4. Should said deficiencies continue uncorrected, the Planning Board shall take all necessary actions to protect the Town's rights and interests, including, but not restricted to, suspension and/or revocation of the approval of the Site Plan; and, in the event of legal action, the Town shall be entitled to reasonable attorneys' fees, awarded by the court, to be paid by the developer.

ARTICLE XIII: CERTIFICATE OF COMPLETION

1. When the Board is satisfied that an applicant has complied with these regulations and has completed the development, expansion or change of use of a site in accordance with the approved site plan, including any conditions attached thereto, or has provided the Town with a performance bond adequate to cover the costs of unfinished improvements, the Board shall issue a certificate of completion and file a copy thereof with the Board of Selectmen.
2. To assist the Board in making a determination regarding the issuance of a certificate of completion, the Board may request advice from one or more consultants appointed under Article VIII, provided that if an applicant wishes an opportunity to ask questions, to offer contrary evidence or to dispute the conclusions reached by such consultant, the Board shall provide such opportunity.

ARTICLE XIV: NON-COMPLIANCE AND ABANDONMENT

1. Any owner failing to submit a site plan for review as required by these regulations before installing facilities or starting construction for such installation may be enjoined from the use of such facility by the Board of Selectmen.
2. If the Board determines that for a period of one (1) year after approval of a Site Plan, or after a subsequent review thereof, there has been no significant progress in construction, no evidence of intent to commence construction and no reasonable justification for the delay, it may carry out a review of such approval at a public meeting at which the developer shall have an opportunity of being heard and the Board shall either schedule a further review to be held at a predetermined date or shall declare the project abandoned and the Site Plan approval null and void.

ARTICLE XV: AMENDMENTS

Amendments to these Site Plan Review regulations shall be made in the same manner in which amendments to the Randolph Subdivision Regulations are made.

ARTICLE XVI: APPEALS

Any person aggrieved by any official action of the Planning Board may appeal therefrom to the Superior Court as provided by RSA 677:15.

ARTICLE XVII: EFFECTIVE DATE

These Regulations shall take effect upon a vote by the Planning Board, the filing of the Regulations with the Town Clerk, the Board of Selectmen and the Register of Deeds of Coos County.

**Attachment A
Town of Randolph Site Plan Regulations
Access Management Standards**

PURPOSE:

In order to promote safe and reasonable access between streets and lots, improve the convenience and ease of movement of travels on streets and permit reasonable speeds and economy of travel while maintaining the capacity of the roadway, the location and design of access points within the Town of Randolph shall be in accordance with the following access management regulations, which involve: 1) the number, spacing and width of access points; 2) turning radii; 3 corner clearance; 4) throat length; 5) shared access; 6) alignment of access points; 7) sight distance; 8) internal and parallel roads; 9) pedestrian and bicycle access; and 10) roundabouts traffic circles.

1. NUMBER, SPACING AND WIDTH OF ACCESS POINTS

A. Driveway Approach Width (non-residential): The maximum width of a driveway approach for a two-way driveway shall not exceed thirty-six feet (36') including two-foot (2') shoulders. The minimum width of a driveway approach for two-way driveway shall not be less than twenty-four feet (24') including two-foot (2') shoulders.

B. Driveway Approach Width (residential): The maximum width of a driveway approach shall not exceed fifteen feet (15'). The minimum width of a driveway approach shall not be less than ten feet (10'). The Planning Board may require paving of these approaches

C. Driveway Access Spacing: Driveway access spacing shall be measured from the edge of the proposed driveway pavement to the nearest edge of the roadway of the adjacent or opposite driveway or street. Driveway access spacing shall meet the requirements of Table 1 or for state highways, the standards in the New Hampshire Department of Transportation report, "Policy For Permitting of Driveways and Other Accesses to the State Highway System", as amended, whichever is more stringent.

Table 1 Driveway Spacing

Roadway Classification	Minimum Spacing (feet)	Desirable Spacing (ft.)
Route 2	300	500
Minor Arterial	100	300
Collector	100	200

D. Consolidating Existing Accesses: The applicant shall take advantage of all opportunities to consolidate existing access points and to provide cross access between existing developments or lots.

2. TURNING RADII

A. The principal users of the roadway shall be considered when determining the inside turning radii. The inside turning radii shall vary between a minimum of fifteen feet (15') and a maximum of thirty feet (30') and meet the minimum and maximum requirements of Table 2. The New Hampshire Department of Transportation may require turning radii at intersections with state highways to be greater.

Table 2. Inside Turning Radii

Land Use	Minimum Inside Turning Radii	Maximum Inside Turning Radii
Residential Only	15	20
Commercial/Industrial Only	20	30
Mixed Uses	15	30

3. CORNER CLEARANCE

No driveway approach may be located closer to the corner than indicated in Table 3. The measurement shall be taken from the intersection of property lines at the corner to the nearest edge of the proposed driveway pavement. When these requirements cannot be met due to lack of frontage, the nearest edge of the proposed driveway pavement shall be located as far as possible from the intersection of property lines at the corner.

Table 3. Distance of Driveway Approach from Corner

Roadway Classification	Distance from Corner (feet)
Route 2	300
Minor Arterial	100
Collector	100
Local Street	30

4. THROAT LENGTH

Driveway throat length shall be measured from the edge of the property line to the furthest end of the driveway. A minimum driveway throat length of twenty-five feet (25') for collector streets, forty feet (40') for minor arterials, and fifty-five feet (55') for Route 2 shall be required. The purpose of the driveway throat length is to allow for traffic entering the site to be stored on site in order to avoid a line of traffic on the roadway causing delays and a potentially hazardous situation. Sufficient space within the driveway should also be provided to allow for turning around without backing onto the adjacent roadway.

5. SHARED ACCESS

A. Shared driveways are encouraged and may be required between adjacent lots. In such cases, a joint access easement between the property owners may be required. The location and dimensions of said easement shall be determined by the Planning Board.

B. Parking provision for any combination of uses on the same site shall consider the opportunity for combined visits (i.e. one parking space in front of a gas station pump may count as one parking space for both the convenience store and the gas station in a combined gas station/ convenience store development). Shared parking arrangements with adjoining non-residential developments or other uses on site are encouraged. Off-site shared parking shall be protected with a shared parking easement agreement which shall be reviewed and approved by the Planning Board and recorded with the approved plan.

C. Parking shall be located within six hundred feet (600') of the principal use and connected to the principal use by a five foot (5') wide pedestrian path, if necessary.

D. Parking shall not be permitted in any required setback or between the principal structure and a public street, including corner lots. Parking shall be located to the side or rear of the principal structure. The Planning Board may waive this requirement in situations where lot configuration or use renders such parking lot location impractical; however, effort shall be made to locate parking to the side or rear of buildings. See Diagram 1.

E. Side yard parking shall be limited to a single row of vehicles. See Diagram 1.

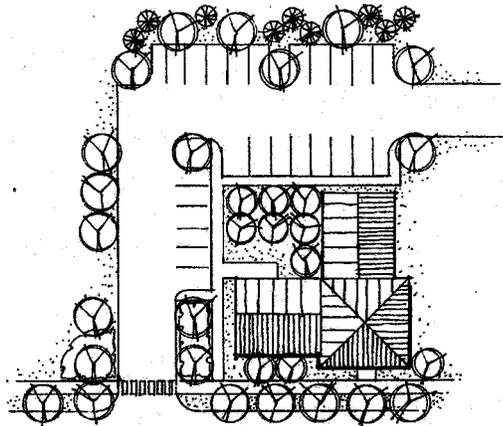


Diagram 1. Parking to Side and Rear of Principal Structure.

6. ALIGNMENT OF ACCESS POINTS

A. Intersection Alignment: If a proposed driveway cannot meet the requirements of Section 1, above, then the proposed driveway shall be aligned directly opposite an existing or proposed opposite driveway and the configuration shall be treated as a four-way intersection.

B. Angle of Driveway Approach: The angle of driveway approach shall be approximately ninety (90) degrees for two-way driveways and between sixty (60) degrees and ninety (90) degrees for one-way driveways. Angles of one-way driveways shall be in the appropriate direction.

7. SIGHT DISTANCE

A. All season safe sight distance is defined as a line which encounters no visual obstruction between two (2) points, each at a height of three feet nine inches (3'-9") above the pavement and allowing for a snow window and /or seasonal vegetation. The line represents the critical line of sight between the operator of a vehicle using the access (point 1, ten feet (10') back from the road pavement) and the operator of a vehicle approaching from either direction (point 2).

B. Safe sight distance shall be compatible with the maximum speed limit posted on the roadway as indicated in Table 4. Additionally, The New Hampshire Department of Transportation requires 400 feet of sight distance in all cases on state highways.

Table 4. All-Season Safe Sight Distance

Speed Limit (mph)	All Season Safe Sight Distance (feet)						
	Downgrades			Upgrades			Flat
	3%	6%	9%+	3%	6%	9%+	0-2%
25	158	165	173	147	143	140	155
30	205	215	227	200	184	179	200
35	257	271	287	237	229	222	250
40	315	333	354	289	278	269	305
45	378	400	427	344	331	320	360
50	446	474	507	405	388	375	425
55	520	553	593	469	450	433	495

Source: Policy on Geometric Design of Highways and Streets, AASHTO, 2001

C. To prevent hardships to owners of small parcels of land or special land uses, exceptions to the all season safe sight distance requirements may be allowed by the Planning Board for individual homes, agricultural land, town land and temporary accesses for vehicles such as construction vehicles, gravel trucks and log trucks. The road shall then be properly signed for "Blind Drive" or "Trucks Entering." Permission must be obtained from the New Hampshire Department of Transportation for signs on state highways.

8. INTERNAL AND PARALLEL ROADS

A. For commercial and industrial land uses, the Planning Board may require the use of internal roads and roads parallel to Route 2 in order to reduce access points and allow for the movement of traffic internally between adjacent lots.

9. BICYCLE AND PEDESTRIAN PROVISION

A. General Provisions. The subdivision plan shall provide for a system of pedestrian and/or bicycle paths appropriate to the type and scale of development. This system shall connect the major building entrances/ exits, parking areas and any existing sidewalks within or adjacent to the project. The pedestrian and/or bicycle network may be located either in the street right-of- way or outside of the right-of-way in open space or recreation areas. The system shall also be designed to link the project with residential, recreational, commercial facilities, bus stops, trails and existing bicycle or pedestrian facilities. When deemed appropriate, connections with amenities such as parks or open space on or adjacent to the site may be required. Any bicycle or pedestrian provisions within any state highway right of way shall meet New Hampshire Department of Transportation requirements.

B. Pedestrian Paths. A minimum five foot (5') wide pedestrian path shall be provided throughout the site as required by the Planning Board, connecting adjacent streets, sidewalks and parking area(s) to the entrances of principal structures. Pedestrian paths shall be marked by accent strips of brick, concrete block or textured paving materials to define pedestrian walkways and crosswalks. Pedestrian paths may be incorporated with accessible routes as required by the Americans' with Disabilities Act, as amended. Guidelines for sidewalk and path construction features are as follows (guidelines may be modified to meet site specific situations with Planning Board approval):

1. Accessibility. Sidewalk and path corridors shall be easily accessible to all users, whatever their level of ability and shall comply with all Americans with Disability Act (ADA) standards.
2. Adequate Travel Width. The sidewalk or path shall be a minimum of five feet (5') wide.
3. Continuity. The walking route along a sidewalk or path corridor shall be obvious, shall connect destinations and shall not require pedestrians to travel out of their way unnecessarily.
4. Landscaping. Plantings and street trees in the sidewalk or path corridor shall create a desirable environment and shall contribute to the psychological and visual comfort of sidewalk users.
5. Social Space. Sidewalk corridors shall provide places for people to interact. There shall be places for standing and sitting. Sidewalk corridors shall contribute to the character of the Town. Rural pathways/ trails or mixed use trails shall be considered as alternatives where appropriate (See Diagrams 2 and 3).

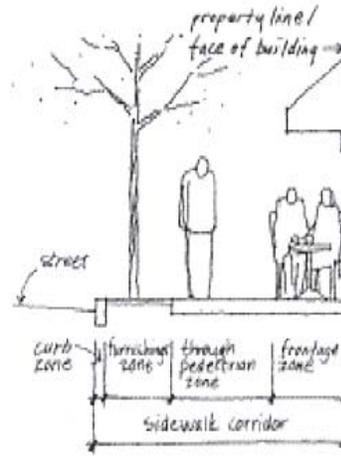
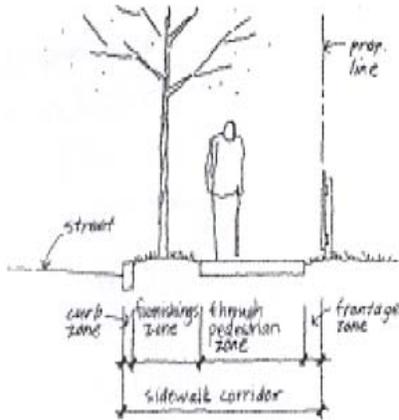


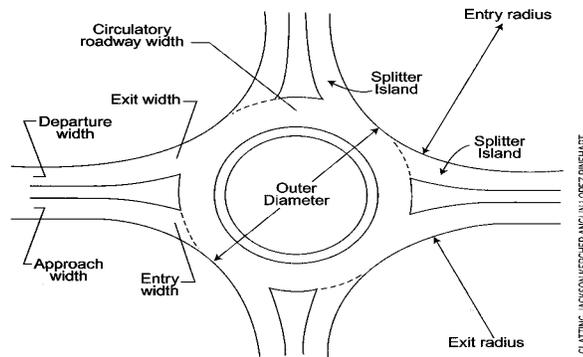
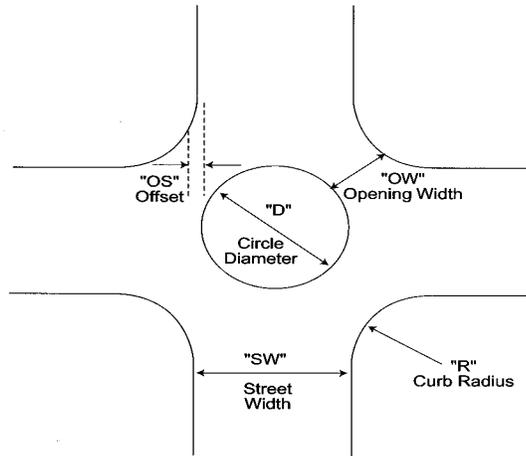
Diagram 2. Typical Residential Sidewalk Section.

Diagram 3. Typical Urban Sidewalk

C. Bicycle Facilities. Separate bicycle facilities may be required by the Planning Board if deemed appropriate. Bicycle facilities may be provided in the form of a separate off-street path or on-street marked bicycle lanes. Bicycle facilities may be combined with pedestrian facilities. Bicycle facilities shall be designed in accordance with AASHTO, *Guide for the Development of Bicycle Facilities*, 1999, as amended.

Roundabouts and traffic circles may be used as an alternative to traditional three or four-way intersections, where traffic conditions allow, to provide safer and more efficient traffic movement. Both require traffic to proceed in a circular manner counter clockwise through an intersection. Roundabouts are generally larger than traffic circles, and are more appropriate for higher speed and higher traffic volume streets than traffic circles. Both shall be designed according to standards of the Federal Highway Administration or New Hampshire Department of Transportation.

Circle



Roundabout

Diagram 4. Traffic Circles and Roundabout

Attachment B Off-Street parking Space Standards

<u>Use</u>	<u>Parking Space Required</u>
Lodging House, Hotel/Motel	1 for each lodging unit and 1 per 3 employees
Residential	2 per dwelling unit
Church and School	1 per 3 seats in principal assembly room
Private club or lodge	1 per 4 members
Theater	1 per 3 seats
Hospital, nursing and Convalescent home	1 per 3 beds and 1 for every 3 employees on day shift
Professional office, Business service and Medical clinic	1 for every 250 square feet of gross area
Retail business and personal service establishment	1 for every 200 square feet of gross area
Shopping center	1 for every 150 square feet of gross area
Eating and drinking Establishments	1 for every 3 seats
Industrial	1 for each 1.25 production employees in the largest shift; 1 space for each 1.75 non – production employees; and 1 space for each customer or visitor and executive parking need as required all based on the highest expected occupancy
Minimum parking space	9 feet by 18 feet
Minimum aisle width	
One way	18 feet
Two way	24 feet

Adequate parking shall be provided for all commercial vehicles which are required for the ordinary operation of the facility.