



Town of Lyndeborough
9 Citizens' Hall Road
Lyndeborough, New Hampshire 03082
Tel.: (603) 654-5955 Fax: (603) 654-5777

EXCAVATION APPLICATION FORM

Office Use Only

Case #: _____

Date Received: _____

Amount Paid: \$ _____

Time Received: _____

APPLICANT/PROPERTY OWNER INFORMATION

APPLICANT: _____ Phone # _____

Mailing Address: _____

E-Mail Address: _____

PROPERTY OWNER (If different from applicant): _____

Phone # _____ E-Mail Address: _____

PROPERTY/PARCEL INFORMATION

Property Address: _____

Brief Directions: _____

Zoning District: _____ Tax Map # _____ Lot(s) # _____

Applicant is to submit a completed application together with additional required information to:

**Chairman of the Planning Board &
Chairman of the Conservation Commission
9 Citizens' Hall Road
Lyndeborough, NH 03082**

- 1) Location of proposed/existing excavation site (municipality, nearest road, other locational information, lot # from tax map).
- 2) List of abutters (names and addresses of each abutter) and three copies of abutter address labels to be included with this application.
- 3) State permits required and obtained (if applicable):
 - ☐ NHDES Alteration of Terrain (RSA 485-A:6 VIII; RSA 485-A:17)
 - ☐ Lakes Management/Shoreland Protection (RSA 483-A)
 - ☐ NHDOT Driveway/Access Permit
 - ☐ NHDOT Pit Agreement
- 4) Excavation/Reclamation Plan (this information is to be submitted as plans attached to this application)



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-
- 5) Site surveyed by a Registered Land Surveyor, to establish an accurate base map showing boundary lines, topography and significant features;
 - 6) Excavation Plan to show:
 - property lines
 - limits of excavation
 - total area of excavation in acres
 - test pit ground water elevations
 - distances from excavation limits to property lines
 - topsoil storage area drainage improvements (if necessary)
 - access road(s) and intersection with town or state highway vegetation buffer
 - schedule of excavation volumes; phasing of excavation (areas and dates)
 - existing topography
 - excavation depths (excavated topography)
 - abutters' names and addresses
 - photographs of existing conditions
 - 7) Reclamation Plan to show:
 - reclaimed topography
 - seeding and mulching specifications
 - phasing of reclamation (areas and dates)
 - soil conditioning specifications
 - plant materials/quantities/size
 - sections showing existing, excavated and reclaimed topography
 - 8) Hauling Information:
 - 9) Routes to be utilized
 - 10) Frequency of truck traffic over routes
 - 11) Size and weight of trucks used
 - 12) Reclamation Bond: A reclamation bond shall be required prior to the issuance of an excavation permit. The bond amount is established by multiplying the excavation pit surface acreage by _____ * per acre. (*This figure may vary with site conditions and should be reviewed annually.)
 - 13) Excavation Permit:

The excavation permit will be valid for a period of _____ years**. An application for permit renewal should be submitted to the Regulator by the owner if excavation is to be continued beyond the termination date. The renewal application should identify and adjust all information contained in the original application that no longer is effective for the renewal period. (**This number can vary; however, three (3) years is suggested as a reasonable period. The reclamation bond should be negotiated as a step in each renewal.)



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ABUTTER LIST

The Town of Lyndeborough is required to notify the applicant and every abutter of the public hearing by certified mail. The cost of required publication or posting of notice, and the cost of mailing said notices, shall be paid by the applicant.

RSA 672:3 Abutter. – "Abutter" means any person whose property is located in New Hampshire and adjoins or is directly across the street or stream from the land under consideration by the local land use board. For purposes of receiving testimony only, and not for purposes of notification, the term "abutter" shall include any person who is able to demonstrate that his land will be directly affected by the proposal under consideration. For purposes of receipt of notification by a municipality of a local land use board hearing, in the case of an abutting property being under a condominium or other collective form of ownership, the term abutter means the officers of the collective or association, as defined in RSA 356-B:3, XXIII. For purposes of receipt of notification by a municipality of a local land use board hearing, in the case of an abutting property being under a manufactured housing park form of ownership as defined in RSA 205-A:1, II, the term "abutter" includes the manufactured housing park owner and the tenants who own manufactured housing which adjoins or is directly across the street or stream from the land under consideration by the local land use board.

Tax Map	Lot Number	Owner(s) of Record	Mailing Address

***Please also enclose three (3) copies of mailing address labels for each abutter listed.**



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This is to certify that the information contained in this application is complete and true to the best of my knowledge.

Submitted by: _____

Signature (owner, designee)

Date

AUTHORIZATION TO ENTER SUBJECT PROPERTY

I, and my successors, hereby authorize members of the Lyndeborough Planning Board to enter my property for the purpose of evaluating this application, including performing inspections during the application phase, post- approval phase, construction phase and occupancy phase. It is understood that these individuals must use all reasonable care, courtesy, and diligence when on the property.

Signature (owner, designee)

Date



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CHECKLIST FOR EXCAVATION SITE PLAN REVIEW

Name _____

Address _____

Map and Lot number _____ Date of Application _____

Checklist A	Yes	No	N/A	Notes
1. A copy of application submitted to Conservation Commission	_____	_____	_____	_____
2. A signed and dated application	_____	_____	_____	_____
3. Name and address of owner, person doing the excavation and all abutters	_____	_____	_____	_____
4. An excavation plan that includes:				
a. a scale no less than 1" = 100'	_____	_____	_____	_____
b. the area to be excavated and all land within 200 ft of the perimeter and dwellings within 150 ft.	_____	_____	_____	_____
c. an easily understandable and clear plan	_____	_____	_____	_____
d. six copies of the plan	_____	_____	_____	_____
e. the seal and signature of a registered engineer	_____	_____	_____	_____
f. existing topography at five or fewer feet contours	_____	_____	_____	_____
g. the breadth, depth and slope of proposed elevations and existing excavation and estimated duration	_____	_____	_____	_____
h. wooded and heavily vegetated areas	_____	_____	_____	_____
i. all surface drainage patterns including wetlands and standing water	_____	_____	_____	_____
j. the location of all easements on or below the ground	_____	_____	_____	_____
k. the location and width of all public roads and rights of way	_____	_____	_____	_____
l. a log of borings or test pits to include groundwater levels	_____	_____	_____	_____
m. shows stone walls, ledge outcropping, wells, existing buildings, septic systems, utilities and the like	_____	_____	_____	_____
n. includes a LOCUS map at a scale of one inch equals one thousand feet showing the proposed operation in relation to existing roads	_____	_____	_____	_____
o. shows any and all accessory facilities/activities	_____	_____	_____	_____
p. shows existing and proposed excavation areas	_____	_____	_____	_____
q. includes existing and proposed access roads including width and surface materials	_____	_____	_____	_____
r. shows existing and proposed parking areas	_____	_____	_____	_____
s. shows the location of driveways and road intersections within 200 feet of the property boundary	_____	_____	_____	_____
t. includes fencing, buffers and other visual barriers including height and materials	_____	_____	_____	_____
u. identifies storage areas for topsoil to be used in reclamation	_____	_____	_____	_____
v. identifies all measures to control erosion, sedimentation, water pollution, air pollution and safety hazards	_____	_____	_____	_____
w. identifies zoning districts	_____	_____	_____	_____



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Excavation Site Plan Review Checklist (cont.)**Checklist A (cont.)**

	<u>Yes</u>	<u>No</u>	<u>N/A</u>	<u>Notes</u>
x. includes copies of all state or federal permits required for excavation	_____	_____	_____	_____
5. Application fee and performance bond submitted	_____	_____	_____	_____
6. A site reclamation plan which:				
a. is at the same scale as the excavation plan	_____	_____	_____	_____
b. is clear and easily understandable	_____	_____	_____	_____
c. six copies are submitted	_____	_____	_____	_____
d. includes the seal and signature of a registered engineer	_____	_____	_____	_____
e. shows all boundaries of the area proposed for reclamation	_____	_____	_____	_____
f. includes the final topography of the reclaimed area	_____	_____	_____	_____
g. shows final surface drainage patterns	_____	_____	_____	_____
h. includes the schedule of final reclamation activities including seeding mixtures, cover vegetation, fertilizer types and rates	_____	_____	_____	_____
i. includes photographs of the site before excavation (from at least two different vantage points, and	_____	_____	_____	_____
j. identifies subsequent use of the site, if known or anticipated	_____	_____	_____	_____

Checklist B

	<u>Yes</u>	<u>No</u>	<u>N/A</u>	<u>Notes</u>
1. The excavation is not below road level within 50 ft. of any highway right-of-way	_____	_____	_____	_____
2. The excavation is not within 150 ft. of an existing dwelling or to a dwelling for which a building permit has been issued at the time	_____	_____	_____	_____
3. The excavation is permitted by current zoning ordinances	_____	_____	_____	_____
4. The excavation will not be unduly hazardous or injurious to the public	_____	_____	_____	_____
5. Existing visual barriers will be maintained except to provide access to the excavation	_____	_____	_____	_____
6. The excavation will not substantially damage a known aquifer	_____	_____	_____	_____
7. All other applicable state & federal permits have been obtained	_____	_____	_____	_____
8. If a new excavation, is it 5 or less acres in size and can it be reclaimed in 1 year or less?	_____	_____	_____	_____
9. If an existing or extending excavation, is the total new excavation area less than 5 acres and can the entire excavation area be reclaimed in 1 year or less?	_____	_____	_____	_____
10. Has hauling information been provided and is the hauling activity deemed to be compatible with the public safety, surrounding land uses, and road capacity and conditions?	_____	_____	_____	_____
11. The excavation area is at least 50 ft. from the lot line of a disapproving abutter or within 10 ft. of an approving abutter's lot line	_____	_____	_____	_____



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Excavation Site Plan Review Checklist (cont.)**Checklist B (cont.)**

	<u>Yes</u>	<u>No</u>	<u>N/A</u>	<u>Notes</u>
12. Natural vegetation on areas which are not intended for excavation has been maintained or provided	_____	_____	_____	_____
13. Do the excavation and reclamation plans comply with the erosion and stormwater control subdivision provisions set forth in Appendix A, Section 2D of the Lyndeborough subdivision regulations?	_____	_____	_____	_____
14. The excavation is not so close to the seasonal highwater table or bedrock as to preclude re-use of the site	_____	_____	_____	_____
15. If the excavation is deeper than 15 ft. and/or is at a slope greater than 1:1, is a fence or barricade provided?	_____	_____	_____	_____
16. The excavation will not cause the accumulation of free standing water for prolonged periods. Is appropriate drainage provided?	_____	_____	_____	_____
17. Is provision made for the removal and stockpiling of topsoil on the site for use in the reclamation?	_____	_____	_____	_____
18. Is provision made for the removal of all temporary excavation related structures within 30 days after operations cease?	_____	_____	_____	_____
19. All vehicles transporting excavated material shall utilize adequate covering and/or sideboards to prevent dust and spillage when loaded	_____	_____	_____	_____
20. Permit fee paid for plan and implementation reviews and monitoring, for plan compliance	_____	_____	_____	_____
21. All plans and studies reviewed by town's engineer or other agents as determined by the Regulator	_____	_____	_____	_____

RECLAMATION PLAN

1. No slope shall be left steeper than 3:1	_____	_____	_____	_____
2. All debris, stumps, boulders, etc. are being lawfully disposed of in a manner acceptable to the Regulator	_____	_____	_____	_____

****Please provide a digital copy of any engineering plans/plots if available (Email address to send materials available upon request)***



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EXCAVATION RENEWAL PERMIT

The Planning Board of the Town of Lyndeborough approves the application for a permit to excavate earth materials as follows:

TAX MAP NUMBER OF PROPERTY: _____

OWNER: _____

PERMIT PERIOD: _____

This permit is approved subject to the conditions of the Lyndeborough Excavation regulations and the application submitted and approved by the Lyndeborough Planning Board on _____.

Signature Planning Board Chair or designee

Date

Compliance Inspection (date, comments, and initials of inspectors).

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____
- 6) _____

Comments: _____
