TO: Applicants
FROM: Town Planner
SUBJECT: Planning Board Applications
DATE: June 6, 2011

In 2002, the Planning Board decided to begin a process of working with consulting engineers for reviewing plans and for construction observation to provide the Planning Board with technical assistance in the execution of their responsibilities on behalf of the Plymouth community.

**IF** the Planning Board determines your application needs to be reviewed by an engineer or if construction observation is required, the Board, as allowed by state law, will require that the applicant pay for this cost. Funds are collected and held in escrow for this work. The following unit prices will be used to establish the initial budget amount depending on the specific requirements of the project. Once the funds are collected and secured in escrow, authorization to proceed can be issued to the engineer and the project can begin.

Current rates for estimating escrow accounts:

- **Subdivision Plan Review**: $1.25/lineal foot of road ($500 minimum)
- **Site Plan Review**: $750 for first developed acre, $325 for each additional acre ($750 minimum)
- **Construction Observation**: $3.00 per lineal foot of road, plus $4.00 per lineal foot of sewer pipe, plus $4.00 per lineal foot of water line

In addition, the **Town of Plymouth has a separate water and sewer district. Please contact the Plymouth Village Water and Sewer District directly at 603-536-1733 to discuss your plans with them.** PVW&SD has a separate process for reviewing development proposals and may charge additional fees for reviewing plans and construction observations for projects within their district. We hope this information is helpful as you work on your project. If you have any questions please call Sharon Penney, Town Planner at 603-536-1731 or email bmurphy@plymouth-nh.org
NARRATIVE FOR PROJECT APPLICATION

Please give a brief but thorough description of your project including (if applicable) size of lot in acres, number of lots proposed, size of building/addition in square feet, location of project and other pertinent specifics which will give the Board reviewing your application a clear idea of what the project is and how that supports the approval you are seeking. If you are applying for ZBA relief, explain how the zoning ordinance specifically impedes your project (e.g., won’t allow second story, lot frontage too small for residence, etc.)

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