#### Appendix A

\*\*\*\* Please SIGN AND RETURN this copy to the Mason Planning Board and NRPC as indicated in Step 7 of the Instructions for Subdivision Applicants form\*\*\*\*

# Mason Planning Board Mann House, Mason, NH 03048 <u>Application for Subdivision</u>

Mumber	Iajor Subdivision (3 or more lots created; public hearing—required)         Application           r:
☐ M lots:	(inor Subdivision (up to 2 lots created; public hearing required)  Number of proposed
L(se)	ot Line Adjustment/Technical Subdivision (no new lots created) Registry of Deeds:(office
1. Na	ame and Address of Property Owner of Record: MARTIN RUGGIERO  20 BELL LANE, MASON, NH 03048
2. Lo Ta	ocation of Subdivision:  OCH TO (NH PTE 124)  ax Map and Lot Number:  J-11
3. La	and Surveyor's Name and Address: SANFORD SURVEYING & ENG. (FARL SANDFORD) 597 NEW BOSTON W. BEDFURD, MI 03110
4. Se	eptic Engineer's Name and Address:
section	of required submission items appears on the reverse of this application. Numbers in the second column refer to s and paragraphs in the Town of Mason Subdivision Regulations (October 19, 1974 with amendments through ther 28, 2005 unless otherwise noted).
manner	fications directly to individuals/firms/corporations requested by the property owner shall be done in the same as required be done for the abutting owners. That is, the property owner shall list them (#2 on the Checklist) and the required notification fee for both abutters and additional notifications.
shall not by 2 3/4	olication must be accompanied by three (3) mailing labels for each name and address on the list. These labels texceed a size of 1" high by 5" wide and the address must be contained within an area of 15/16 of an inch high of an inch wide. Labels any larger and the accompanying application will not be accepted. This requirement met to conform to U.S. Postal Service requirements.
I, Road Ag this appl	hereby give the Mason Planning Board, the gent/Engineer and Representatives of the Planning Board permission to walk the site whose plan is the subject of ication.
Property	Owner's Signature NICUIC RUGGIEO 12/6/16 Date
App	ry: lication Received: lication Submission Accepted as Complete: livision:
A	Approved  Date
(	Conditionally Approved  Conditions shall be met by:
Comme	nts:

#### Appendix B

#### Mason Planning Board Mann House, Mason, NH 03048 Instructions for Subdivision Applicants

- 1. All hearings are in the order in which completed application form and fees (see 2, 3, 4, and 5 below) are received.
- 2. Deadline for applications: No application shall be heard at any meeting unless it has been received by the Board a minimum of 21 calendar days prior to the meeting. A schedule is posted at the Town Offices and the Town Hall that provides all necessary dates. Contact the Planning Board's agent to be placed on the agenda for a Planning Board meeting.
- 3. All fees are shown below with the time at which fees are to be paid. Fees are accepted in the form of a check or money order made out to the Town of Mason and/or the Hillsborough County Register of Deeds.

Fee Name	Payment Point	Fee Amount	
Preapplication Consultation		None	
Basic Application Filing Fee	With application	\$100	100
Per Lot Application Filing Fee	With application	\$50 per lot, for total number of lots at completion of subdivision. Waived for lot line adjustments.	(4×50) 200.
Abutters/Notification Fee	With application	\$6.50 per notification per hearing.	(9×6.50) 58.50
Newspaper Notice Fee	With application	\$150 per notification per hearing.	150
Tax Map Update Fee	At approval	\$25 per lot, for total number of lots.	
Registry Filing Fee	At approval	<ul> <li>81/2 x11 or 11 x 17 = \$11</li> <li>17 x 22 = \$16</li> <li>22 x 34 = \$26</li> </ul>	
Land and Community Heritage Investment Program (LCHIP) Fee	At approval	\$25 check made out to Hillsborough County Registry of Deeds.	
Administrative Filing Fee	At approval	\$25	
Board's Planning Consultants Review Fee	Prior to action by the Board	See Item 4 below.	TOTAL

All Fees are subject to change. Notice of any changes will be posted in the Town Offices and Town Hall. Applicants are responsible for verification with the Mason Planning Board that they have the latest revision of the application form and the latest fee structures. Fees are non-refundable.

4. In accordance with Section 3.09.4 of the Mason Subdivision Regulations, all applications will be reviewed by the Board's Planning Consultant. The cost for review will be charged on an hourly basis and will include an hourly fee of \$5.00 for Town administrative costs, and shall be paid to the Town of Mason by the applicant

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prior to the Planning Board taking action on an application. Upon receipt of an application, the Board's Planning Consultant will issue a notice of receipt and a preliminary cost estimate to the applicant — actual review times and associated fees will vary depending on the complexity of each application. The following hourly estimates are illustrative of typical review times based on the type of application:

Lot Line Adjustment: 2-3 hours Minor Subdivision: 2-3 hours Major Subdivision (3-5 lots): 3-6 hours

Major Subdivision (5+ lots): To be determined upon receipt of an application.

- 5. Three (3) sets of mailing labels for each notice for abutters, the applicant, holders of conservation, preservation, or agricultural preservation restrictions, and every engineer, architect, land surveyor, or soil scientist whose professional seal appears on the plat are required as part of the material submitted with the application. These labels shall not exceed a size of 1" high by 5" wide and the address must be contained within an area of 15/16 of an inch high by 2 ¾ of an inch wide. Labels any larger and the accompanying application will not be accepted. This requirement must be met to conform to U.S. Postal Service requirements.
- 6. The Board may cancel your hearing if the owner or authorized representative does not appear within 15 minutes of the scheduled start time. The property owner must submit a letter of authorization to the Mason Planning Board for acceptance of a Representative's signature.
- 7. The original application form and filing fees should be submitted to the Town of Mason. At the same time, a copy of the application, 7 copies of the plat, and mailing labels should be mailed to the Planning Board's agent: Nashua Regional Planning Commission, 9 Executive Park Drive, Suite 201, Merrimack, NH 03054-4058. For questions please call (603) 424-2240.

I have read and retained a copy of these instructions.

Brown Orthon as authorized (Nicole Ruggier)

Property Owner's (or Authorized Representative) Signature

Property Owner's Telephone Number:

X

## Appendix C

### SUBDIVISION CHECKLIST

\*\*\*\*\*TO BE FILLED IN BY THE PLANNING BOARD\*\*\*\*\*

(For the information of the Property Owner)

APPLICATION PROCEDURAL REQUIREMENTS

	PLATINEOPMATION	LIVIS	<del>_</del>	
ı	<u>PLAT INFORMATION</u>		YES	NO
1.	Name of town and subdivision; name and address of subdivider & designer.	4.03.3.a.i		
2.	Name, seal and signature of person(s) who prepared the plat.	4.03.3.a.ii		
3.	Block for Planning Board endorsement.	4.03.1		
4.	Perimeter survey with line bearings and distances, statement of the precision (1:5,000).	4.03.3.a.iv		
5.	Location and amount of frontage, including frontage at points of curvature and total frontage.	4.03.3.a.iv		
6.	Location of building setback lines.	4.03.3.a.iv		
7.	North point, bar scale, dates of any revisions, and legend.	4.03.3.a.v		
8.	A Locus Plan at 1" = 400'.	4.03.3.a.vi		
9.	Existing and proposed lot lines, angles and dimensions, lot sizes in square feet and acres,			
	consecutive numbering of lots, pins at lot corners, as per 5.08, 8).	4.03.3.a.vii		
10	Boundaries of areas in Current use.	4.03.3.a.viii		
11	Names and addresses of abutting property owners within 100 feet of the parcel.	4.03.3.a.ix		
	Use of abutting properties and approximate location of structures thereon and access			
	points thereto within 200 feet of the parcel's boundaries.	4.03.3.a.x		
13.	Location of existing and proposed easements or deed restrictions.	4.03.3.a.xxi		
	Written acknowledgement of subdivider's responsibility for maintenance of easement			
l	areas, assumption of liability for injuries and damages that may occur on any land		] ]	:
	dedicated for public use.	4.03.3.a.iii	ļ	
RC	ADS/OTHER FEATURES		yes	no
15	Names and locations of all public roads on the parcel and within 200 feet of the parcel,			
10.	including the name, class, right of way dimensions and travel surfaces, and all entrances	ł		
	onto, and culvert crossings.	4.02.2		ļ
16	Existing and proposed street right-of-way lines, dimensions of tangents, chords and radii,	4.03.3.a.xviii		
10.	accurate locations of all monuments to be set at street intersections, points of curvature	4.03.3.5		J
	and tangency of curved streets and at angles of lots.	4.03.3.a.xix	ĺ	
	-	5.08.8		
17.	Location of proposed driveway connection to street for each lot.	4.03.3.a.xx		
18.	Topography at two-foot intervals, except where terrain is in excess of 5% slope, in which			
	case five-foot intervals are permissible.	4.03.3.a.xi		
19.	Location of all watercourses (including intermittent drainageways), waterbodies and			
	wetlands, existing drainage including all culverts, the location of any adjacent wetlands, and			
	the 100-year flood elevation line.	4.03.3.a.xii		
20.	All significant natural and man-made features.	4.03.3.a.xxii		
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10wn of Mason Subdivision Regulations, amended February 25, 2015			
WATER SUPPLY/SEWAGE DISPOSAL		yes	no
<ol> <li>Soils data from the USDA Soils Conservation Service certified soils survey for Hillsborough County.</li> </ol>	5.07		
22. Septic setback lines derived from soil mapping.	5.07.D.6.a-c.		
<ol> <li>Test Pits and Percolation Tests with results (including failed tests) logged, dated and recorded on the plat.</li> </ol>	5.07. B, 5-9		
<ol> <li>Location of all existing and proposed water supply and waste disposal facilities, showing the state-required 4,000 square-foot leach field, and the 75-foot well radius on the parcel.</li> </ol>	4.03.3.a.xv		
<ol> <li>Approximate location of all existing offsite water supply and waste disposal facilities on adjacent parcels within 100 feet of the site boundary.</li> </ol>	4.03.3.a.xvi		
OTHER INFORMATION		yes	no
26. Subdivision Grading and Drainage Plan.	4.03.3.c	703	110
27. Subdivision Street and Utility Plan.	4.03.3.d		
28. Sediment and Erosion Control Plan.	4.03.3.e		
29. "As-Built" Plans.	4.03.3.f		
30. Flood Hazard Area Plans.	4.03.3.g		
31. Copies of any local, state or federal permits.	4.03.3.h	<del> </del>	
32. Compliance with other applicable local, state, or federal regulations.	4.03.3.n		
33. Statement attesting to the availability of public water or sewer or capacity of parcel to			
provide onsite water and waste disposal.	4.03.3.a.xvii	]	
34. Legal Data, as required (e.g. easements).	4.04		
35. Impact Study.	4.04		
36. Wetland Review by Mason Conservation Commission, if required by the Planning Board.			
37. Review by Fire Chief, Road Agent, Police Chief (for all Major Subdivisions), and for Minor			_
Subdivisions as required by the Planning Board.			
38. Compliance with Zoning Regulations:			
Lot size, frontage, building setback lines, septic setback lines, wetland requirements.	<del>                                     </del>		
39. Compliance with Subdivision Design and Standards	5.01 - 5.32		
a. Lot width must be at least 90% of the frontage through to the building site	5.01 - 5.32		
b. Driveways should not require excessive wetland or environmental modification and			
shall not exceed 15% slope.			
40. Open Space as required.	5.19 - 5.21		
APPLICATION SUBMISSION ITEMS		yes	no
41. Application Form (this form)	3.05.1.a		
2. Notification List, including:	3.05.1.a.i		
Applicant and all abutters			
Person(s) whose seal appears on the plat (e.g. engineer, architect, land surveyor, soil			
scientist)			
All holders of conservation, preservation, or agricultural preservation restrictions			
3. Check to cover filing, mailing, advertising fees	3.05.a.ii		
4. Letter of authorization by property owner, if applicable.	3.05.1.c		
5. One mylar and six (6) paper copies of each page of the Plat sized in accordance with the Registry of	4.03.1		
Deeds, but not smaller than 20" x 30". Maps at a scale no more than 100 feet per inch.			
6. Plat shall state: "The Subdivision Regulations of the Town of Mason are a part of this Plat, and approval of this Plat is contingent on completion of all the requirements of said Subdivision Regulations, excepting only any variances or modifications made in writing by the Board and attached hereto."	4.03.2		
nereto.		I	

Town of Mason Subdivision Regulations, amended February 25, 2015
WITNESS my hand and seal this $\frac{\cancel{Q}}{(Day)}$ day of $\frac{\cancel{DEC}}{(Month)}$ , $20\cancel{\cancel{(Year)}}$
(Applicant's Name)
New HAMPSHIRE  (The State in which the Permit was notarized)
Hius Bolovettss.  Lead a which the remain was total 200, 20 // (Day)  Alcole A
Then personally appeared the above named RUGGIERO, and acknowledged the (Applicant)
forgoing instrument to be his free act and deed before, me
Notary Public Notary Public
My Commission Expires: 10-03-2017 (Expiration Date)
EORIE, NOONAN, MOTOR PROBA PRy Commission Expires 10-03-17

From: Martin Ruggiero denkedlade acticom

Date: Dec 5, 2016, 11:08:26 AM

To: nar731@aol.com

I Martin Ruggiero give Nichole Ruggiero permission to sign for subdivision lot J 11 in Mason New Hampshire

Sent from my iPhone

#### Abutters Map J/Lot 11

MAP J / LOT 11 AND 11-1 MARTIN RUGGIERO 20 BELL LANE MASON, NH 03048

MAP J / LOT 9
DESROSIERS FAMILY REV. TRUST
ANITA M. DESROSIERS
432 OLD TURNPIKE ROAD
MASON, NH 03048

MAP J / LOT 10 RONALD W. AND JUDITH IBMAKI 38 NORA COURT NEW IPSWICH, NH 03071

MAP J / LOT 71 LARRY L. AND MARY E. PIERCE 200 REED ROAD MASON, NH 03048

MAP J / LOT 72 ROBERT SWINIMER 334 OLD TURNPIKE ROAD MASON, NH 03048

MAP J / LOT 73 BRUCE V. AND LINDA J. GOSS 20 MARCEL ROAD MASON, NH 03048

MAP J / LOT 74-1 MICHAEL ZEDALIS 288 OLD TURNPIKE ROAD MASON, NH 03048

TES ENVIRONMENTAL CONSULTANTS, LLC 1494 ROUTE 3A, UNIT 1 BOW, NH 03304

SANDFORD SURVEYING & ENGINEERING, INC 597 NEW BOSTON ROAD BEDFORD, NH 03110

# SHARED RESIDENTIAL DRIVEWAY EASEMENT AND COVENANTS

WHEREAS, Martin Ruggiero, of 20 Bell Lane, Mason, Hillsborough
County, New Hampshire is the owner in fee simple of certain parcels of land
shown as Map J/ Lot 11 located on NH Route 124, Mason, Hillsborough County,
New Hampshire, as shown on a plan entitled "Subdivision Plan, map J/ Lot 11, Martin
Ruggiero Old Turnpike Road (NH Route 124), Town of Mason, Hillsborough
County, New Hampshire", By Sandford Surveying & Engineering, 597 New
Boston Road, Bedford New Hampshire consisting of 3 sheets (the "Plan"), sheet 1 to
be recorded herewith, to which plan reference may be had for a more particular
description

of as Lot(s) 11-2, 11-2, 11-4.

WHEREAS the pursuant to Town of Mason, Hillsborough County, New Hampshire, Planning Board approval Martin Ruggiero desires that Lot(s) 11-3 & 11-4 be solely serviced by a shared residential driveway which will be built on those areas of Lot s 11-2 & 11-3as shown on page 1-3 of the above referenced plan.

Proposed Shared Driveway within that area shown as "Easement Detail" on pages 1-3 of said plan.

NOW THEREFORE, the said Martin Ruggiero, for himself, his successors and assigns, does hereby reserve over the portion of Lots 11-2 & 11-3 shown on the above reference plan as "Proposed Access Easement to Benefit Lots 11-3 & 11-4" a perpetual non-exclusive access easement for the benefit of Lots 11-3 & 11-4 subject to and together with the benefit of the following Shared Driveway Easement and

Covenants, which Martin Ruggiero, his successors and assigns do hereby impose in

perpetuity over across and under those portions of Lots 11-2 & 11-3 as shown on the above referenced plans as Proposed Shared Driveway.

Said shared Residential Driveway Easement area is to be used for a shared Residential Driveway for the benefit of Lots 11-3 & 11-4 as shown on the above referenced plan, for the purposes of passing and re-passing on foot, by vehicle or otherwise as driveways are commonly used in the Town of Mason, New Hampshire, for the installation of utility lines on, over, underneath, or adjacent to the gravel driveway area, if any and for all other purposes for which driveways are commonly used. The Town of Mason, New Hampshire, shall have no responsibility to provide for the maintenance of this shared residential driveway. Said easements shall include the right of the owners of Lots 11-3 & 11-4 and their agents and assigns to enter upon the easement area for the purpose of installing, maintaining, repairing, or replacing a driveway, drainage facilities and utilities for the benefit of Lots 11-3 & 11-4. No further access

From NH Route 124 shall be allowed without the express permission of the Town of Mason, Hillsborough County, New Hampshire.

Also imposed on said Lots 11-2 & 11-3 is the perpetual right to flow surface drainage water from said common driveway onto said Lots, which flowage may not be stopped or blocked by the owners of said Lots so as to cause a back-up of water on said shared residential driveway. The owners of the Lots 11-2 & 11-3 shall not impede the passage of foot or vehicle traffic on said driveway.

The following Covenants are declared for the purpose of providing a means for the continuous year-round maintenance of the portions of the shared residential driveway shown on the above referenced plan as Proposed Shared Driveway as to provide year round access for foot and motorized traffic for the convenience of the owners of said Lots 11-3 & 11-4provide access for all emergency fire, rescue, police,

construction and maintenance vehicles, and vehicles driven by guests and business invitees:

- 1. The driveway shown on the above referenced plan as Proposed Shared Driveway shall be gravel and the driveway and all appurtenant structures shall be maintained in such a manner as to insure continuous year round access.
- 2. Brush and foliage which might obstruct vision shall be removed and cleared regularly.
- 3. Snow shall be removed in such a manner as to insure continuous year round access; and
- 4. The owners of Lots 11-3 & 11-4 shall bear the joint responsibility and an

equal share of the expense of maintenance, repairs, reconstruction and snow plowing of those portions of the shared residential driveway shown on the above referenced plan as Proposed Shared Driveway in order to maintain it in a good and passable condition. If successors or assigns, shall fail or refuse at any time to wear such responsibility and make payment, and such failure or refusal shall continue for thirty (30) days after written notice has been mailed to such owners demanding payment, then the other Lot owners shall have the right forthwith to bring suit at law or in equity against the non paying owner for enforcement and reimbursement. Any owner who shall file suit to enforce these covenants shall also be entitled to court costs and reasonable attorney's fees.

- 5. The owners of Lots 11-3 & 11-4 shall meet semi annually in the Spring and Fall to arrange for the maintenance of the shared residential driveway and may establish reasonable rules for the enforcement of this shared Residential Driveway Declaration.
- 6. All conveyances of Lot s 11-2, 11-3 & 11-4shall make reference to and be subject to this Declaration of Shared Driveway Easement and Covenant.

  For title of Martin Ruggiero, see deed dated \_\_\_\_\_\_ recorded with Hillsborough County Registry of Deeds at Book \_\_\_\_\_, Page \_\_\_\_. (Number)

#### TEST PIT LOGS RUGGIERO ROUTE 124 MASON, NH 5-9-16

#### TEST PIT NO. 1/A

0"-36"

LEDGE @ 36"

#### TEST PIT NO. 1/B

0"-40"

LEDGE @ 40"

#### TEST PIT NO. 1 /C

4"-6" 5YR 3/3 DARK REDISH BROWN, SANDY LOAM, LOOSE SANDY GRAVEL

6" –24" 5YR 4/4 REDISH BROWN LOAMY SAND, LOOSE SAND

24"-50" 10YR 6/4 LIGHT YELLOWISH BROWN LOAMY SAND, FRIABLE, GRANULAR, MANY STONES

ROOTS TO 12"
POSSIBLE LEDGE @ 50"
ESHWT = 24"

PERC RATE =10 MIN/INCH @ 30"

#### TEST PIT NO. 2

0 -6" 5YR 2.5/1 DARK REDISH BROWN SANDY LOAM, LOOSE SANDY GRAVEL 6"-22" 7.5YR 4/6 STRONG BROWN LOAMY SAND, LOOSE, GRANULAR, MANY STONES

22"-50" 2.5Y 5/4 LIGHT OLIVE BROWN LOAMY SAND, FRIABLE, GRANULAR, MANY STONES

HOLE TERMINATED @ 50"
ROOTS TO 16"
POSSIBLE LEDGE @ 50"
ESHWT = 24"
PERC RATE = 15 MIN/INCH @ 30"

#### TEST PIT NO. 3

0 -4" 5YR 2.5/2 DARK REDISH BROWN SANDY LOAM, LOOSE, GRANULAR

4"-20" 10YR 5/4 YELLOWISH BROWN LOAMY SAND, LOOSE, GRANULAR, MANY STONES

20"-25" 10YR 4/4 DARK YELLOWISH BROWN LOAMY SAND, FRIABLE, BLOCKY, MANY STONES

HOLE TERMINATED @ 55"
ROOTS TO 6"
NO LEDGE
NO WATER
ESHWT = 24"
PERC RATE = 15 MIN/INCH @ 30"



#### TEST PIT NO. 4

0-10" 10YR 3/2 VERY DARK GREYISH BROWN SANDY LOAM, LOOSE, GRANULAR 10"-28" 10YR 4/4 DARK YELLOWISH BROWN LOAMY SAND, LOOSE, SANDY GRAVEL 28"-54" 10YR 5/4 YELLOWISH BROWN LOAMY SAND, FRIABLE, GRANULAR, MANY STONES

HOLE TERMINATED @ 54"
ROOTS TO 20"
NO LEDGE
NO WATER
ESHWT=30"
PERC RATE 12 MIN/INCH @ 30"





