
TOWN OF WOLFEBORO

SHORELAND PERMIT APPLICATION

1. Name of Owner _____
Last First Middle Initial

2. Mailing Address: _____
Box # / Street Town/City State Zip code

() _____ () _____
Daytime Telephone Number Fax Number Email

3. Location of
Proposed Project:

Street # Street/Road/Highway Town/City State Zip code

Waterbody Name _____ Tax Map Number: _____ Block/Lot Number: _____

4. Contractor or Agent:

Name of Contact and Company Name (if any)

Box # / Street Town/City State Zip code

() _____ () _____
Daytime Telephone Number Fax Number Email

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Calculating the Area to Remain in an Unaltered State

Total area of the lot between 50 ft and 150 ft of the reference line currently existing in an unaltered state¹: **(See definition below)**. If this area is completely altered, place a zero on line **(F)** and **(L)** and proceed to **(M)**.

_____ **(F)**

Total area of the lot between 50 ft and 150 ft from the reference line

_____ **(G)**

Total area of the lot within 150 ft of the reference line:

_____ **(H)**

☐ If **(H)** is less than or equal to 21,780 sq ft, calculate **(I)** only.

☐ If **(H)** is greater than 21,780 sq ft, go to **(J)** and calculate **(K)** only.

Small Lots:

If (H) is less than or equal to 21,780 sq ft, at least 25 percent of the vegetation within area **(G)** must remain in an unaltered state.

Minimum area required to remain in an unaltered state on small lots:

[.25 x (G)]

_____ **(I)**
STOP, GO TO (L)

Large Lots:

If (H) is greater than 21,780 sq ft, at least 50% of the vegetation within area **(G)**, exclusive of post-construction impervious area² within area **(G)**, must remain in an unaltered state.

Post-construction area between 50 ft and 150 ft **(G)** that will not be covered by impervious surfaces³.

_____ **(J)**

Minimum area required to remain in an unaltered state on large lots:

[.50 x (J)]

_____ **(K)**

Place the smaller of line **(F)** and calculation **(I)** or **(K)** on this line:

In order to remain compliant the ordinance, this is the minimum area that must remain in an unaltered state between 50 ft and 150 ft from the reference line. This area must be represented on all plans.

_____ **(L)**

Name of person who prepared this worksheet:

_____ **(M)**

Name and date of the plan this worksheet is based upon:

_____ **(N)**

¹ **"Unaltered state"** means native vegetation allowed to grow without cutting, limbing, trimming, pruning, mowing, or other similar activities. Existing lawns, fields and beaches and landscaped areas are **NOT** considered unaltered areas.

² **"Impervious area"** means, for purposes of the impervious surfaces limitation specified in RSA 483-B:9, V(g), the area that is occupied, covered, or over hung by any impervious surface³.

³ **"Impervious surface"** means any modified surface that cannot effectively absorb or infiltrate water. Examples of impervious surfaces include, but are not limited to: roofs, decks, patios, and paved, gravel, or crushed stone driveways, parking areas, and walkways unless designed to effectively absorb or infiltrate water.

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If the project proposes a post-construction impervious area percentage (**E**) between 15-20%, a signature is required below certifying the impervious area is **NOT** greater than 20%

Signature: _____

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CHECKLIST OF REQUIRED ITEMS

☐ 1. Plans – Format

All plans must be created to a standard engineering scale appropriate for the size and scope of the project.

- Whenever possible, please submit a **pre-existing conditions** plan and a **post-construction conditions** plan.
- Fold oversized plans to 8.5 x 11 inches.

☐ 2. Plans - Details

I. Required Information to be Shown on All Plans

- ☐ a) The scale, if any, used on the plan, or if the plan is not to scale, the complete dimensions of all features.
- ☐ b) A north-pointing arrow, indicating orientation.
- ☐ c) A legend that clearly indicates all symbols, line types and shadings.
- ☐ d) The reference line, the primary structure setback line, the natural woodland buffer, and the protected shoreland zone.
- ☐ e) All other applicable local and state setbacks.
- ☐ f) The dimensions and locations of all existing **pre-construction impervious areas**.
- ☐ g) The dimension and locations of all **post-construction impervious areas**.
- ☐ h) The dimensions, locations, and descriptions of all proposed temporary impacts associated with completion of the project.
- ☐ i) Proposed methods of erosion and siltation controls indicated graphically and labeled, or otherwise annotated as needed for clarity.
- ☐ j) The locations of all existing **altered** areas, such as, lawns, fields, gardens and beaches.
- ☐ k) The locations of all areas between 50 ft and 150 ft of the reference line that will remain in an **unaltered state** (as determined on line (L) of the shoreland application worksheet)
- ☐ l) For any project involving work within the waterfront buffer, provide the following:
 1. A plan delineating each segment of waterfront buffer that will be impacted by the project;
 2. The location and diameter of all trees and saplings, at least up to that which is sufficient to meet the point requirement specified in within the Town's Shorefront Residential District within each segment to be impacted; and
 3. A designation of the trees to be cut during the project, if any, including:
 - a. The diameter of all trees and saplings at 4 ½ feet from the ground; and
 - b. The names of the existing species, using either Latin names or common names.
- ☐ m) Location and description of any on-site septic system including approval number, if known.
- ☐ n) Indicate and orientate where all required photos were taken

II. For projects that propose a post-construction impervious area greater than 20% within the protected shoreland, please provide:

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- ☐ Evidence that each grid segment of the waterfront buffer at least meets the minimum required point score and/ or a planting plan with the locations and species of all native plantings proposed to at least bring each deficient grid segment up to the required minimum point score. A [native species planting list](#) is available on the Shoreland Program web page.

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- ☐ Plans for a stormwater management system that will infiltrate increased stormwater from development.

III. For any project that proposes the use of pervious surface technologies such as pervious asphalt or porous concrete, please provide:

- ☐ A plan with the dimensions and locations of where all pervious technologies are proposed to be installed.
- ☐ A plan with specifications indicating how the pervious technologies will be installed and maintained.

☐ 3. Required Attachments

- ☐ A copy of the recorded deed of the current property owner.
- ☐ A copy of the US Geological Survey map at a scale of 1:24,000 with the property and project located.
- ☐ A copy of the tax map showing the location and lot number of the proposed project.
- ☐ Photographs of the existing site conditions of the subject lot, including the area within 50 feet of all proposed impacts.
- ☐ A copy of the NH Natural Heritage Bureau (NHB) Report for the subject property indicating that the project has been screened for species of concern. An NHB Report can be obtained online at:
www2.des.state.nh.us/nhb_datacheck.
- ☐ A copy of a Shoreland Application Worksheet.

* **Please note:** Public infrastructure projects such as public roads, public utility lines, and associated structures and facilities, including public water access facilities are not required to notify abutters. (ref. RSA-483-B:5-b, IV(a)).