

## APPENDIX F: PROCEDURE FOR APPLICATION REVIEW (RSA 676:4)

### PRE-APPLICATION REVIEW - OPTIONAL OR MANDATORY

The two stages of pre-application review can be optional or mandatory pursuant to RSA 676:4, II.

#### PRELIMINARY CONCEPTUAL CONSULTATION

##### Step 1

Applicant meets with planning board to review plan in terms of concept and compliance with the master plan and zoning ordinance; Board determines type of proposal and offers guidance relative to state and local requirements. (Public notice is not required.)

##### Step 2

At this point, if pre-application is optional, the applicant may either request the design review phase or move directly to the formal submission of a completed application.

#### DESIGN REVIEW PHASE

##### Step 1

Applicant submits a "Request for Pre-application Review" at least 15 days before the next regularly-scheduled meeting of the Board.

##### Step 2

Planning Board notifies abutters and the public 10 days prior to the public meeting at which the proposal will be discussed.

##### Step 3

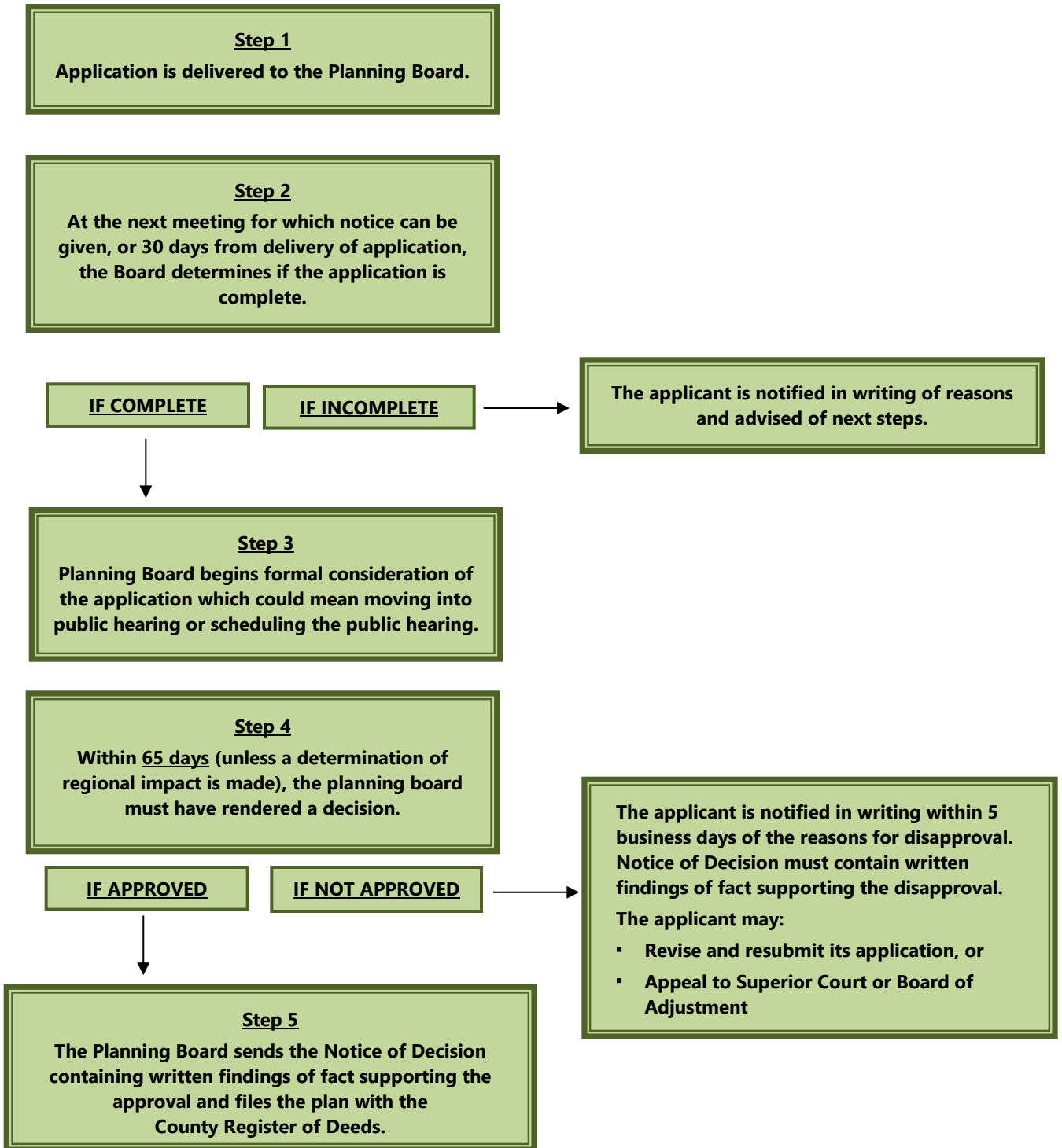
Board and applicant engage in non-binding discussion involving specific design and engineering details of the potential application.

##### Step 4

Board determines that the design review phase is complete during a public meeting. Notification of this determination must be provided to the applicant within 10 days.

APPENDIX F (con'd)

**FINAL APPLICATION**



**NOTE:** The public hearing may take place on the same evening as the application is accepted as complete, provided the notice has advised of the possibility.