SUBDIVISION REGULATIONS

TOWN OF GREENFIELD, NEW HAMPSHIRE

ADOPTED MARCH 10, 1970

REVISED MAY 23, 2005

REVISED SEPTEMBER 22, 2008

REVISED APRIL 12, 2010

REVISED JUNE 10, 2013

TABLE OF CONTENTS

Section I. Authority 1

Section II. Purpose and Applicability 1

Section III. Subdivision Review Procedures 1

A. Preliminary Conceptual Consultation 1

B. Design Review Phase 1

C. Filing and Submission of Formal Application. . . . 2

D. Developments Having Regional Impact 2

E. Board Action on Completed Application 2

F. Failure of the Planning Board to Act 3

G. Conditional Approval 3

H. Expedited Review 3

I. Public Hearing 3

J. Notices 3

K. Fees 4

L. Site Inspections 4

M. Revocation of Planning Board Approval 4

Section IV. Requirements for Completed Application 5

Section V. Performance Guarantee 6

Section VI. General Provisions for the Subdivision of Land . . . 7

Section VII. Administration and Enforcement 9

Section VIII. Validity 9

Section IX. Effective Date 10

Section X. Definitions 10

APPENDICES:

A. Road Design and Construction Standards

B. Stormwater Management and Erosion Control

C. Criteria for Determining Regional Impact

TOWN OF GREENFIELD, NEW HAMPSHIRE

SUBDIVISION REGULATIONS

SECTION I. AUTHORITY

The authority for these Regulations is vested in the Greenfield Planning Board by the voters of the Town of Greenfield on March 11, 1969 and in accordance with the provisions of RSA 674:35 of the New Hampshire Revised Statutes Annotated, and as amended.

SECTION II. PURPOSE AND APPLICABILITY

The purpose of these regulations is to protect the health, safety, convenience, and economic and general welfare of the inhabitants of this Town and to preserve, so far as possible, the natural scenic beauty of the town and to promote orderly, planned growth, in accordance with the provisions of RSA 674:36.

SECTION III. SUBDIVISION REVIEW PROCEDURES

A. PRELIMINARY CONCEPTUAL CONSULTATION *(OPTIONAL)*

1) The applicant may request a meeting with the Board to discuss a proposal in conceptual form and in general terms. Although this phase is strictly optional, the Board strongly suggests that the applicant avail him/ herself of the opportunity to resolve any issues at this early stage that might become a problem later on. Such preapplication consultation shall be informal and directed toward:

   a) Reviewing the basic concepts of the proposal.

   b) Reviewing the proposal with regard to the master plan and zoning ordinance.

   c) Explaining the local regulations that may apply to the proposal.

   d) Determination of the proposal as a major, minor, or technical subdivision.

   e) *Guiding the applicant relative to state and local requirements.*

2) Preliminary conceptual consultation shall not bind the Applicant or the Board. Such discussion may occur without formal public notice, but must occur only at a posted meeting of the Board.

B. DESIGN REVIEW PHASE *(OPTIONAL)*

1) Prior to submission of an application for Board action, an applicant may request to meet with the Board or its designee for non-binding discussions beyond the conceptual and general stage, involving more specific design and engineering details of the potential application.

2) The design review phase may proceed only after identification of and notice to abutters and the general public as required by RSA 676:4,I (d).

3) Persons wishing to engage in preapplication design review shall submit a "Request for Preapplication Review" not less than 21 days before the regularly scheduled meeting of the Board. The request shall include:

a) List of abutters and their addresses taken from municipal records not more than five (5) days before submission.

b) Check to cover mailing and advertising costs.

4) Statements made by Board members shall not be the basis for disqualifying said members or invalidating any action eventually taken on the application.

C. FILING AND SUBMISSION OF FORMAL APPLICATION

1) Completed applications may only be filed at a regularly scheduled Planning Board meeting. Applications filed in this manner will be scheduled with proper notification for submission at the next month's regularly scheduled Planning Board meeting.

2) Plans will be reviewed for completeness (as defined in Section IV) by the Planning Board or by a person or persons designated by the Board to review plans. At the submission meeting the Board will determine the completeness of the application and vote accordingly.

3) If the application is determined incomplete, the Board must reject the application and notify the applicant within 144 hours in writing of the grounds for rejection. A completed application will only be accepted by affirmative vote of a majority of the Board members present.

D. DEVELOPMENTS HAVING REGIONAL IMPACT

All applications shall be reviewed for potential regional impacts according to a determination of the Board. Upon such a finding, the Board shall furnish the regional planning commission and the affected municipalities with copies of the minutes of the meeting at which the determination was made. The copies shall be sent by certified mail within 144 hours of the meeting. At least 14 days prior to the scheduled public hearing, the Board shall notify by certified mail the regional planning commission and the affected municipalities of the date, time and place of the hearing, and of their right to appear as abutters to offer testimony concerning the proposal.

E. BOARD ACTION ON COMPLETED APPLICATION

1) Once an application has been determined to be complete, the Board has 65 days to approve, conditionally approve or disapprove the application. Any such decision shall be made at a public meeting of the Board following a duly-noticed public hearing, pursuant to Paragraph I of this section.

2) The Board may apply to the Selectmen for an extension not to exceed an additional 90 days before acting to approve, conditionally approve or disapprove an application. An applicant may waive the requirement for Board action within the time periods specified in these regulations and consent to such extension as may be mutually agreeable.

3) Approval of the application shall be certified by written endorsement on the Plat and signed and dated by the Chairman of the Board. The Planning Board is responsible for filing the approved Plat with the Hillsborough County Register of Deeds. Any subdivision plan not filed within 90 days of approval shall be considered void.

4) If any application is disapproved, the grounds for such disapproval shall be adequately stated in the records of the Planning Board and in written notice given to the Applicant within 144 hours of the decision.

F. FAILURE OF THE PLANNING BOARD TO ACT

1) In the event that the Planning Board does not act on an accepted application within the prescribed 65 days, the applicant may petition the Selectmen to issue an order directing the Planning Board to act within 30 days.

2) If the Planning Board fails to act within 40 days of this directive, the Selectmen must approve the application unless they find in writing that the plan does not comply with a local regulation. In the event the Selectmen fail to act, the applicant may petition superior court to approve the plan.

G. CONDITIONAL APPROVAL

The Board may grant conditional approval of an application, but the plat will not be signed or recorded until all of the conditions have been met. If the applicant has not complied with the conditions of approval within six months, the approval is considered null and void and the applicant must submit a new subdivision application, except however that the applicant may submit a written request for an additional six months extension. A further public hearing is not required when such conditions:

(1) are administrative in nature;

(2) involve no discretionary judgment on the part of the Board;

(3) involve the applicant's possession of permits and approvals granted by other boards or agencies, such as the Department of Transportation, the Wetlands Board, or Water Supply and Pollution Control Division; however, any subsequent change to the plan required by such approvals would constitute grounds for a new application process.

H. EXPEDITED REVIEW

1) The Planning Board may allow for an expedited review of applications for lot line adjustments, technical subdivisions or minor subdivisions, as defined in Section X of these regulations.

2) The Completed Application may be submitted, accepted and acted on at the same meeting, provided the public notice so indicates.

3) The Board may waive certain plat requirements for lot line adjustments, minor and technical subdivisions.

I. PUBLIC HEARING

1) Prior to the approval of a subdivision, a public hearing shall be held pursuant to RSA 676:4,I (d) with notice given to the applicant, abutters, and the public. Public hearings may be waived for lot line adjustments. Minor lot line adjustments or boundary agreements do not require a public hearing unless requested by either the Planning Board, the applicant or any abutters, except that public notice shall be given prior to approval of the application. If a public hearing is to be held, it shall follow the procedures as outlined in Paragraph J and K of this section.

2) The applicant may petition two or more land use boards for a joint meeting or hearing when the subdivision would require the approval of all boards.

J. NOTICES

1) Notice of a Design Review or submission of a Completed Application shall be given to all abutters, the Applicant, all holders of conservation, preservation, or agricultural

preservation restrictions, and any engineer, architect, land surveyor, or soil scientist whose professional seal appears on any plat submitted to the Board. Notice shall be given by certified mail, mailed at least ten (10) days prior to the submission. The public will be given notice at the same time, by posting at the Town Offices and the Post Office, and publication in the local newspaper.

2) The notice shall give the date, time, and place of the Planning Board meeting at which the Application or other item(s) will be formally submitted to the Board, shall include a general description of the proposal which is to be considered, and shall identify the Applicant and the location of the proposal.

3) If the notice for the public hearing was included in the notice of submission or any prior notice, additional notice of the public hearing is not required. Additional notice is not required of an adjourned session of a hearing provided that the date, time, and place of the adjourned session were made known at the prior meeting.

K. FEES

1) All applications shall be accompanied by a check to reimburse the Board for its administrative and notification costs involved in processing applications.

2) All costs of notices, whether mailed, posted, or published, shall be paid in advance by the Applicant. Failure to pay costs shall constitute valid grounds for the Board to not accept the application as complete.

3) Pursuant to RSA 676.4,I (g) it shall be the responsibility of the Applicant to pay any state or county fees, fees for special investigative studies, environmental assessments, legal review of documents, administrative expenses, or any other matters that may be necessary in order to make an informed decision on a particular application. Failure to pay such costs shall constitute valid grounds for the Board to terminate further consideration of the application and to disapprove the Plat without a public hearing.

L. SITE INSPECTIONS

1) Whenever the Board deems it necessary for the consideration of an application to visit the site, the Board shall request permission from the applicant. Inclusion of the public at the site inspection is at the discretion of the applicant.

2) Such a sitewalk shall be posted as a meeting of the Board pursuant to the Right-to-Know provisions of RSA 91-A. If there is a quorum present at the sitewalk, minutes shall be kept.

3) All applications are conditioned upon the owner allowing access to the property, to the extent reasonable and necessary to properly review the application. Denial of access automatically terminates any further consideration of the proposal.

4) No individual Planning Board member shall visit a property under review without prior agreement by the Board.

M. REVOCATION OF PLANNING BOARD APPROVAL

An approved and recorded subdivision plat may be revoked by the Board in whole or in part, under the following circumstances: (1) at the request of or by agreement with the applicant; (2) when any requirement or condition of approval has been violated; (3) when the applicant has failed to perform any condition of approval within the time specified or within four years; (4)

when four years have elapsed without any vesting of rights and the plan no longer conforms to applicable regulations; or (5) when the applicant has failed to provide for the continuation of adequate surety.

SECTION IV. REQUIREMENTS FOR COMPLETED APPLICATION

A completed application shall consist of the following submission items unless the Board grants any waivers for which the applicant has applied in writing.

A. A completed application form, accompanied by: (1) names and addresses of all abutters, taken from the town records not more than five days before the day of filing, (2) names and addresses of all holders of conservation, preservation, or agricultural preservation restrictions, and any engineer, architect, land surveyor, or soil scientist whose professional seal appears on the plat(s), and (3) payment to cover filing and notification fees.

B. All plats shall be prepared in accordance with the requirements of RSA 478:1-a and the Hillsborough County Register of Deeds.

C. The plat shall show or be accompanied by the information listed below. The mylar of the final approved plat for filing shall show only the information required by the Register of Deeds to document property boundaries and conveyance and any conditions of the approval required by the Board.

1) Proposed subdivision name or identifying title; name and address of the applicant and of the owner, if other than the applicant.

2) North arrow, scale, date of the plan; name, license number and seal of the surveyor and any other professional whose seal appears on the plat; signature blocks for Planning Board and Director of DPW endorsement.

3) Locus plan showing general location of the total tract within the town and the zoning district(s).

4) Boundaries and designations of applicable zoning districts; statement as to the compliance of proposed lots with zoning requirements.

5) Names and addresses of owners of record of all abutting properties.

6) All subdivisions and buildings within 100 feet and intersecting roads and driveways within 200 feet of the parcel to be subdivided; any easements, parks or public places, or other similar facts regarding abutting properties.

7) Boundary survey including the entire undivided lot, bearings, distances and the location of permanent markers; lot areas in square feet and acres, and tax map and lot number.

8) Applicant will show the boundaries of the Groundwater Protection District, if applicable.

9) Identification of frontage; location of existing and proposed driveways.

10) Location of existing and proposed streets, classifications, widths of travel and right-of-way, and surface material.

11) Existing and proposed buildings and other structures, and building setback lines.

12) Water courses (including intermittent and seasonal), ponds, standing water, rock ledges, stone walls and other natural features; existing and proposed foliage lines.

13) Any open space to be preserved.

14) Existing and proposed topographic contours based upon the USGS topographical data.

15) Soil data based on Hillsborough County Soil Survey, including wetland delineation.

16) Delineation of any flood hazard areas, or statement as to the presence of same.

17) Methods of sewage disposal and water supply; location of any percolation tests and test results; location of 4,000 square-foot septic area and 75-foot well radius.

18) Location and profiles with elevations of any existing or proposed utilities, including water mains, sewers, culverts, drains, and proposed connections.

D. Other Information as Applicable:

1) Plan for stormwater management, including the control of sedimentation and erosion, if applicable.

2) Copy of state septic design approval, where applicable. Copy of certification by septic designer that existing system is adequate for the proposed use, where applicable.

3) Road plans, if applicable.

4) Copy of State Highway/Town driveway permit, as applicable.

5) Any other state and/or federal permits.

6) Existing and proposed easements, accompanied by a written acknowledgement of the subdivider's responsibility for maintenance and liability for any damages of proposed easements or land to be dedicated to public use while such land is under the subdivider's control.

7) Any deed restrictions; and all deeds covering land to be used for public purposes, easements and rights-of-way over property to remain in private ownership, and rights of drainage across private property are submitted in a form satisfactory to the Board's counsel.

8) Any additional reports or studies deemed necessary by the Board to make an informed decision, including but not limited to: traffic, school, fiscal and environmental impact analyses. The Board reserves the right to request such information after an application has been accepted as complete, as well as before acceptance.

SECTION V. PERFORMANCE GUARANTEE

A. As a condition of approval, the planning board may require the posting of a performance guarantee in an amount sufficient to defray the costs of construction of streets and public utilities such as water and sewer drains and drainage structures. The amount of the surety shall be based on an estimate of costs provided by the subdivider and, at the discretion of the Planning Board, reviewed by a licensed engineer. All costs of such review shall be paid by the applicant. The surety shall be approved as to form by the Board and legal counsel. The amount of the surety may include fees to cover the cost of periodic inspections.

B. Where electric lines or other utilities are to be installed by a corporation, municipal department, or public utility, a letter of intent shall be required stating that the work will be done in reasonable time and without expense to the Town. Each approved plat shall contain a time limit for the completion of streets and public improvements.

C. The performance guarantee shall be released in phases as portions of the secured improvements or installations are completed and approved by the Board or its designee, in accordance with the plan approved by the Board.

SECTION VI. GENERAL PROVISIONS FOR THE SUBDIVISION OF LAND

A. CONSISTENT WITH GREENFIELD REGULATIONS AND MASTER PLAN: The proposal shall meet the provisions of the Zoning Ordinance and other regulations and ordinances of the Town and shall be consistent with the vision and goals of the Master Plan.

B. CHARACTER OF LAND FOR SUBDIVISION: Land of such character that it cannot, in the judgment of the Board, be safely used for building development purposes because of exceptional danger to health or peril from fire, flood, poor drainage, excessive slope, or other hazardous conditions, shall not be platted for residential, commercial, or industrial subdivision, nor for such other uses as may increase danger to life or property, or aggravate the flood hazard.

C. PREMATURE SUBDIVISION: The Board may provide against such scattered or premature subdivision of land as would involve danger or injury to health, safety, or prosperity by reason of the lack of water supply, sewage disposal, drainage, transportation, schools, fire protection, or other public services which necessitate the excessive expenditure of public funds for the supply of such services (RSA 674:36,II (a)).

D. PRESERVATION OF EXISTING FEATURES: Wherever feasible, suitable steps shall be taken to preserve and protect significant existing features such as trees, scenic points, stone walls, rock outcroppings, water bodies, and historic landmarks. Where possible, the boundary line(s) should follow stonewalls. Precautions shall also be taken to protect existing trees, shrubbery and vegetation during the construction of roads and utilities.

E. PREVIOUSLY-APPROVED SUBDIVISIONS: If any land shown on a subdivision plat has been part of any previous subdivision approved, constructed, or created by conveyance no more than *five (5) years* prior to the new proposal, any such previous subdivision will be treated as part of the new proposal for purposes of analyzing its effect and applying all review criteria.

F. LAND AFFECTED BY MUNICIPAL BOUNDARIES: An owner of land which is located in more than one municipality may treat the municipal boundary line as an existing boundary, or may treat the land as a single lot, subject to the applicable provisions outlined in RSA 674:53.

G. LOTS:

1) Areas set aside for parks and playgrounds to be dedicated or reserved for the common use of all property owners shall be of reasonable size and character for neighborhood playgrounds or other recreational uses.

2) Lots shall be laid out and graded to eliminate flood or stagnant water pools. No water shall be permitted to run across a street on the surface, but shall be directed into catchbasins and pipes underground in a pipe of not less than 12 inches in diameter.

3) Reserve strips of land that show an intent on the part of the subdivider to control access to land that is dedicated or is to be dedicated to public use shall not be permitted.

H. LOT DIMENSIONS:

1) Frontage. Each lot created shall have frontage as defined in Section X. In the event of a lot abutting more than one street, the longest side shall not be less than the minimum frontage requirements of the Zoning Ordinance.

2) Side Lot Lines. Insofar as practical, side lot lines shall be at right angles to straight street and radial to curved streets.

3) Setbacks. Where extra width has been dedicated for widening of existing streets, lots shall begin at the extra width line and all setbacks shall be measured from such line.

I. SEPTIC SYSTEMS AND WATER SUPPLY:

1) It shall be the responsibility of the subdivider or his agent to provide the necessary state approvals for the installation and operation of an individual sewage disposal system. In subdividing parcels with existing dwellings, the subdivider must demonstrate to the satisfaction of the board that the existing septic system is in good working order.

2) Prior to refilling, all test pits shall be inspected by the Town Building Inspector.

3) All new wells shall have a radius of seventy-five (75) feet, said radius to be located entirely on its lot.

J. FIRE PROTECTION: Any subdivision of seven (7) lots or more must provide a means of fire protection by either fire pond(s), cistern(s), or some other means acceptable to the Board, in consultation with the Town's Fire Chief.

K. SPECIAL FLOOD HAZARD AREAS: The Planning Board shall review the proposed development to assure that all necessary permits have been received from those governmental agencies from which approval is required by Federal or State law, including Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334. The Board shall require that all subdivision proposals and other proposed new developments greater than 50 lots or 5 acres, whichever is the lesser, include within such proposals base flood elevation data. Sufficient evidence (construction drawings, grading and land treatment plans) shall be submitted so as to allow determination that:

1) all such proposals are consistent with the need to minimize flood damage;

2) all public utilities and facilities, such as sewer, gas, electrical, and water systems are located and constructed to minimize or eliminate flood damage; and

3) *adequate drainage is provided so as to reduce exposure to flood hazards.*

L. MONUMENTS:

1) Permanent survey monuments shall be set in the boundary or rights-of-way at intersecting streets, points of curvature and points of tangency of curves. Monuments shall be placed on one side of the street only and at only one corner of intersecting streets. Adjacent monumented points shall be intervisible.

2) No permanent monuments shall be set until all construction that would disturb or destroy the monuments is complete.

3) If practical, monuments shall be tied into a public street intersection, USGS benchmark or other recognized existing monument. Monument locations shall be shown and properly dimensioned on the final plat.

4) Monuments shall be of stone, concrete, or other material acceptable to the Board and not less than four inches in diameter or square, and not less than 24 inches long. Concrete

monuments shall be reinforced with steel rods and a plug, brass plate or pin shall serve as the point of reference. If stone, a drilled hole shall serve as the point of reference and a magnetic rod or other suitable metal shall be placed adjacent to the monument to allow for recovery.

5) Iron pipes shall not be considered permanent monuments for the purposes of these regulations, except as described in Appendix A, Section C:2.

6) All monuments shall be set by a land surveyor or engineer licensed in the State of New Hampshire.

M. **OPEN SPACE/PUBLIC LAND**:

1) In subdivisions of 15 or more lots, the Planning Board may require that the plat show one or more sites of suitable character, size, shape and location to be used a community open space, park or neighborhood playgrounds. The total size of such areas shall not exceed 15% of the total area of the subdivision.

2) Within these open space areas, the subdivider shall preserve all existing trees and shrubbery to the fullest extent possible. Special consideration shall be given to the arrangement and ultimate improvement or development of the lots to this end.

3) Where any land other than that included in public rights-of-way is to be dedicated to the public use, the subdivider shall not remove any trees from the site without written permission from the Board.

N. **STREETS:** See Appendix A.

O. **STORMWATER MANAGEMENT AND EROSION CONTROL:** See Appendix B.

SECTION VII. ADMINISTRATION AND ENFORCEMENT

A. These regulations shall be administered by the Planning Board. The enforcement of these regulations is vested with the Selectmen.

B. **WAIVERS:** The requirements of these regulations may be waived or modified when, in the opinion of the Board, strict conformity would pose an unnecessary hardship to the applicant and waiver would not be contrary to the spirit and intent of the regulations.

C. **PENALTIES AND FINES:** Any violation of these regulations shall be subject to a civil fine as provided in RSA 676:16 and 676:17, and as amended.

D. **APPEALS:** Any person aggrieved by a decision of the Planning Board concerning a plat or subdivision may appeal said decision to the superior court pursuant to RSA 677:15, except when a disapproval by the Board is based upon non-compliance with the zoning ordinance, in which case appeal may be brought to the Board of Adjustment.

SECTION VIII. VALIDITY

If any section or part of a section or paragraph of these regulations shall be declared invalid or unconstitutional, it shall not be held to invalidate or impair the validity, force or effect of any other section or part of a section or paragraph of these regulations.

SECTION IX. EFFECTIVE DATE

These regulations shall take effect upon their adoption, and all regulations or parts of regulations, inconsistent therewith, are hereby repealed.

SECTION X. DEFINITIONS

The definitions contained in the Greenfield Zoning Ordinance, as well as those listed here, shall apply to the Subdivision Regulations. Doubts as to the precise meaning of terms in these definitions, or those that are not found in these definitions, shall be resolved by referencing the Merriam Webster Collegiate Dictionary, 11th Edition.

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 purpose 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.

Applicant: Means the owner of record of the land to be subdivided, or his\her designated agent.

Application, Accepted: Means an application that has been accepted by a majority vote of the members at a regular Planning Board meeting.

Application, Complete: Means the application form and all supporting documents, as specified in these Regulations, that contain all the information the Planning Board needs in order to review a subdivision proposal and make an informed decision. A completed application is also expected to comply with all applicable zoning requirements, and if not, constitutes grounds for the Board to not accept the application

Application, Submitted: Means application submitted to the Planning Board, which may or may not be complete enough to warrant acceptance by the Board.

Approval: Means recognition by the Planning Board, certified by written endorsement on the plat, that the plat meets the requirements of these Regulations and in the judgment of the Board satisfies all criteria of good planning and design.

Approval, Conditional: Means recognition by the Planning Board, certified by written endorsement on the plat, that the plat is not finally approved, nor ready for filing with the Registry of Deeds until such time as certain conditions, set forth by the Board, are met.

Board: Means the Planning Board of the Town of Greenfield, NH.

Frontage: Means the contiguous length of a lot bordering on and granting access from a Class V or better highway, as defined in NH RSA 229:5, or shown on an official map per RSA 674: 9 -15, if any.

Lot: Means a parcel of land capable of being occupied by one principal use that is of sufficient size to meet the minimum requirements for use, building coverage, and area, except for the following:

Conservation Lot: means any lot, with or without frontage, created for the purpose of conservation with no possibility of locating a building. Such conservation lot must have adequate legal protection to the satisfaction of the Planning Board.

Lot Line Adjustment: Means adjustments to the boundary between adjoining properties, where no new lots are created.

Lot of Record: Means a parcel for which the plat or description has been recorded at the County Register of Deeds.

Plat: Means the map, drawing or chart on which the plan of subdivision is presented to the Greenfield Planning Board for approval, and which, if approved, will be submitted to the Register of Deeds of Hillsborough County for recording.

Preliminary Review: Means non-binding informal discussion between the applicant and the Board that may be of a conceptual nature and require no public notice, or of a design review nature with more detail that does require public notification. Either type of review is optional at the discretion of the applicant.

Private Road: Means a road that is platted and built to town road specifications that remains under private use and ownership within an Open Space Development, and is so recorded in deeds of all lots served by this road.

Public Hearing: Means a meeting, notice of which must be given per RSA 675:7 and 676:4,I (d), at which the public is allowed to offer testimony.

Public Meeting: Means the regular business meeting of the Planning Board as required per RSA 676:10. Notice must be posted at least 24 hours in advance and the meeting must be open to the public, although participation by the public is at the discretion of the Chair.

Right-of-Way: Means and includes all Town, State, and Federal highways and land at either side of same as covered by statutes to determine the width of the rights-of-way.

Street: Means a publicly-approved road maintained for vehicular travel; a Class VI road; or a private road, either of which appears on a subdivision plat approved by the Planning Board.

Subdivision: Means the division of a lot, tract, or parcel of land into two (2) or more lots, plats, sites, or other divisions of land for the purpose, whether immediate or future, of sale, rent, lease, condominium conveyance or building development. It includes resubdivision and, when appropriate to the context, relates to the process of subdividing or to the land or territory subdivided. The division of a parcel of land held in common and subsequently divided into parts among several owners shall be deemed a subdivision.

Subdivision, Major: Means any subdivision that does not meet the criteria of a Minor or Technical Subdivision.

Subdivision, Minor: Means a subdivision of land into not more than three (3) lots for building development purposes, with no potential for resubdivision on an existing street; or one which does not involve the creation of new streets and/or utilities.

Subdivision, Technical: Means a subdivision of land into two lots or sites for the purpose of conveying one such lot or site directly to an abutting landowner. The parcel to be conveyed does not constitute a separate building lot; however, said parcel may be used for building development in conjunction with contiguous land owned by the abutter.

Zoning Ordinance: Means the Zoning Ordinance of the Town of Greenfield.