



**City of Dover, New Hampshire**  
**APPLICATION FOR EXTENSIONS OF/ AMENDMENTS**  
**TO/ WAIVERS FOR AN APPROVED PLAN**

[Revised June 30, 2014]

<i>Office Use Only</i>	Amount Paid: _____	Date/Time Received: _____	
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**APPLICANT INFORMATION**

Name of Applicant: \_\_\_\_\_ Telephone # \_\_\_\_\_  
 Address of Applicant: \_\_\_\_\_ E-Mail \_\_\_\_\_  
 Project Name: \_\_\_\_\_ Project Location: \_\_\_\_\_  
 Planning File Number: \_\_\_\_\_ Date of Original Approval \_\_\_\_\_  
 File Type: Conditional Use \_\_\_\_\_ Site Plan Review \_\_\_\_\_ Subdivision \_\_\_\_\_

**EXTENSION INFORMATION (Note: notification of abutters required for first time extensions under Sec. 149-9.B and Sec. 155-24.B only)**

Extension type requested (*check one*): \_\_\_ Sec. 149-8.A \_\_\_ Sec. 149-9.B \_\_\_ Sec. 155-14.A \_\_\_ Sec. 155-24.B  
 Current deadline date: \_\_\_\_\_ Number of Extensions Previously granted by Board \_\_\_\_\_  
 Reason(s) for extension/comments (*attach additional sheets as needed*): \_\_\_\_\_  
 \_\_\_\_\_

**AMENDMENT INFORMATION**

Condition(s) or portion of plan to be amended: \_\_\_\_\_  
 Reason(s) for amendment/comments (*attach additional sheets as needed*): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**WAIVER INFORMATION**

Site Review/Subdivision Regulations section(s) to be waived: \_\_\_\_\_  
 Justification for waiver request(s) (*attach additional sheets as needed*): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**SIGNATURES**

I/We hereby submit this application to the Planning Board and attest that to the best of my knowledge all of the information on this application form and in the accompanying application materials and documentation is true and accurate. As applicant or as agent, I attest that I am duly authorized to act in this capacity.

Signature of Property Owner: \_\_\_\_\_ Date: \_\_\_\_\_  
 Signature of Applicant (*if different from owner*): \_\_\_\_\_ Date: \_\_\_\_\_  
 Signature of Agent: \_\_\_\_\_ Date: \_\_\_\_\_

**EXTENSIONS OF/ AMENDMENTS TO/ WAIVERS FOR AN APPROVED  
PLAN  
LIST OF ABUTTERS**

Pursuant to RSA 676:4, the State Law of New Hampshire, the City of Dover is required to notify the applicant, abutters (including holders of conservation easements), and any professional whose seal is on the plan, of the public hearing by certified mail, return receipt requested. Staff will provide the abutter information, while the applicant must provide accurate contact information for the owner, applicant and professional agents representing the project.

**Owner:**

TAX MAP	LOT #	PROPERTY OWNER	MAILING ADDRESS

**Applicant (if different from owner):**

APPLICANT NAME	APPLICANT COMPANY	MAILING ADDRESS

**Surveyor and/or Engineer/Professional Agent:**

NAME	COMPANY	MAILING ADDRESS

**Conservation Easement Holder:**

TAX MAP	LOT #	NAME OF EASEMENT HOLDER	MAILING ADDRESS

## PLANNING BOARD ESTIMATED FEE SCHEDULE

This is only provided to give you an estimate of the application fees. *After you submit an application, staff will invoice you a total.* All fees must be paid two weeks before the Planning Board meeting. **If the Fee has not been paid, the item will not be placed upon the agenda.**

**A. TOTAL FEE** paid by cash or check made payable to "City of Dover"

1. Application fee for the following:

- SUBDIVISION \$150.00 x # \_\_\_\_\_ new lots created = \$ \_\_\_\_\_
- LOT LINE ADJUSTMENT \$200.00 (if more than two lots involved, add \$100.00 per lot) = \$ \_\_\_\_\_
- SITE REVIEW - RESIDENTIAL \$100.00 x # \_\_\_\_\_ per dwelling unit = \$ \_\_\_\_\_
- SITE REVIEW – NON-RESIDENTIAL (not to exceed \$10,000)  
New construction \$.15 sq. ft. x # \_\_\_\_\_ sq. ft. = \$ \_\_\_\_\_  
Additions (new floor space) \$.10 per sq. ft. x # \_\_\_\_\_sq. ft. = \$ \_\_\_\_\_
- IMPERVIOUS PAVED AREA (for new development) OR IMPERVIOUS PARKING  
LOT ADDITIONS (not to exceed \$10,000) \$.07 sq. ft. x # \_\_\_\_\_ = \$ \_\_\_\_\_
- MOTEL/HOTEL \$35.00 x # \_\_\_\_\_ per lodging unit = \$ \_\_\_\_\_
- CHANGE OF USE (not to exceed \$5,000)  
Existing floor space \$.10 per sq. ft. x # \_\_\_\_\_ sq. ft. = \$ \_\_\_\_\_
- CONDITIONAL USE PERMIT \$150.00 x # \_\_\_\_\_ per application = \$ \_\_\_\_\_
- GRAVEL PIT/ EXCAVATIONS - Application fee \$50.00 & Permit fee \$75.00 = \$ \_\_\_\_\_
- EXTENSIONS OF/AMENDMENTS TO/WAIVERS FOR AN APPROVED PLAN  
(\$150.00 minimum) \$50.00 x # \_\_\_\_\_ per hour of review \$ \_\_\_\_\_
- REQUEST FOR REZONING \$150.00 = \$ \_\_\_\_\_
- DRIVEWAY WAIVER – \$100.00 application fee = \$ \_\_\_\_\_  
Letter of rejection from Engineering Department, diagram & letter from owner \$ \_\_\_\_\_

**B. Abutter Notification/Mailing Labels** - this office will create and print the abutter list and provide labels in triplicate for each abutter. The applicant/owner will need to provide to this office the engineer, architect, land surveyor or soil scientist whose professional seal appears on the plan with names and addresses for notices. You will be notified with the amount due, once this has been completed.

1. Applicant & Owner, engineer, architect, land surveyor or soil scientist  
Certified letters fee # \_\_\_\_\_ of x \$8.00 =
2. Certified letters fee: # of abutters \_\_\_\_\_ X \$8.00 = \$ \_\_\_\_\_
3. First Class Mail fee (for individual owner of units within a condominium or other collective form of ownership): # of abutters \_\_\_\_\_ X \$1.00 = \$ \_\_\_\_\_
4. Creating/Printing Abutter Labels in triplicate per sheet \_\_\_\_\_ x \$10.00 = \$ \_\_\_\_\_

**C. Foster's newspaper public notice fee** \$ **80.00**

**D. Digital Version of the Plan** in PDF/A format or Archive Fee \$1.00 x # \_\_\_\_\_  
per sheet of plan set = \$ \_\_\_\_\_

*(Revised May 15, 2017)*

**TOTAL FEE** \$ \_\_\_\_\_