

TOWN OF RICHMOND NEW HAMPSHIRE

EXCAVATION REGULATIONS 2020



July 14, 2020

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**TOWN OF RICHMOND
NEW HAMPSHIRE
105 Old Homestead Hwy. Richmond, NH**



REGULATIONS GOVERNING EARTH EXCAVATIONS

SECTION I: AUTHORITY

Chapter 155-E of the New Hampshire Revised Statutes Annotated stipulates that, with some exceptions, all earth excavations in the State are subject to regulation from the local municipality in which the operation occurs. Pursuant to the authority vested in the Planning Board by the voters of the Town of Richmond, NH and RSA 155-E, the Planning Board adopts the following regulations to govern the excavation of earth materials in the Town of Richmond, NH.

SECTION II: PURPOSE AND SCOPE

The goals of this regulation are to: provide for reasonable opportunities for excavation; minimize safety hazards which can be created by open excavations; ensure that the public health and welfare will be safeguarded; protect natural resources and the environment; and maintain the aesthetic features of the Town. For the purpose of achieving these goals, no earth materials in the Town shall be excavated except in conformance with these regulations.

SECTION III: DEFINITIONS

- A. **ABUTTER** means (1) any person whose property is located in New Hampshire and adjoins or is directly across the street or stream from the land under consideration. (2) For the purposes of receiving testimony only, and not for purposes 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. (3) 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.B. (4) For purposes of notification and receiving testimony, “abutter” means all affected towns and the regional planning commission(s) in the case of a development having regional impact, as determined by the Board.
- B. **AGRICULTURAL EXCAVATION** means excavation of earth by the owner of the land to be used on the owners land exclusively for agricultural use.
- C. **AGRICULTURAL USE** means land used for agriculture, farming, dairying, pasturage, apiculture, horticulture, floriculture, silviculture and animal and poultry husbandry.
- D. **APPLICANT** means the owner of the property to be excavated or the owner’s agent, so designated in writing as part of the excavation application.
- E. **BOARD** means the Planning Board of Richmond, NH.
- F. **COMMERCIAL EXCAVATION** means excavation of earth intended for commerce, this may also include excavation that is strictly conducted for the purpose of alteration, renovation, improvement or

construction to the property on which the excavation takes place. Any commercially useful earth material leaving the property for whatever reason is considered to be a commercial operation.

- G. **COMMERCIALLY USEFUL** means the amount of excavated earth deemed by the regulator to be commercially useful which has been determined to be 1,000 cubic yards or more.
- H. **CONTIGUOUS** means land whose perimeter can be circumscribed without interruption in common ownership except for roads or other easements, in a single town.
- I. **DIMENSION STONE** means rock that is cut, shaped or selected for use in blocks, slabs, sheets, or other construction units of specified shapes or sizes and is used for external or interior parts of buildings, foundations, curbing, paving, flagging, bridges, revetments, or for other architectural or engineering purposes. Dimension stone includes quarry blocks from which sections of dimension stone are to be produced. Dimension stone does not include earth as defined below.
- J. **EARTH** means sand, gravel, rock, top soil, loam or construction aggregate produced by quarrying, crushing or any other mining activity or such other naturally-occurring unconsolidated materials that normally mask the bedrock.
- K. **ENFORCER:** Means the Selectman of the Town of Richmond
- L. **EXCAVATING** means extracting earth from a site that is in a natural state, or a site that is reclaimed or naturally reclaimed, by any method, such as dredging, blasting, digging out and removing, or forming a cavity or a hole in any land area. Excavating includes excavate.
- M. **EXCAVATION** means a land area which is used, or has been used, for the commercial taking of earth, including all slopes.
- N. **EXCAVATION AREA** means the area within an excavation site where excavation has occurred or is eligible to occur under the provisions of RSA 155-E. This is also known as the pit area.
- O. **EXCAVATION SITE** means any area of contiguous land in common ownership upon which excavation takes place.
- P. **EXISTING EXCAVATION** means any excavation, as described in RSA 155-E:2, I, which lawfully existed as of August 24, 1979, from which earth material of sufficient weight or volume to be commercially useful has been removed during the 2-year period before August 24, 1979 and had submitted the report as required by RSA 155-E:2, I, (d).
- Q. **EXPANSION** means excavation and disturbance of earth beyond the limits as shown on the plan as approved by the regulator.
- R. **INCIDENTAL EXCAVATION** means excavation of earth which has been granted an exception from an excavation permit by the regulator.
- S. **MINOR TOPOGRAPHICAL ADJUSTMENT** means a one time removal of earth from the site of less than 1,000 cubic yards that is exclusively necessary to change the physical configuration of the land for a specified use or situation.

- T. NORMAL LANDSCAPING means the on-site alteration and contouring of the land exclusively devoted to improving the functional utility and planting of the grounds.
- U. RECLAMATION means the restoration of an excavation site to an acceptable standard as determined and approved by the regulator.
- V. REGULATOR means the Planning Board of the Town of Richmond, NH.
- W. STATIONARY MANUFACTURING AND/OR PROCESSING PLANTS means facilities which are placed on a site for the purposes of sorting, washing, screening, crushing, classifying, drying or processing excavated earth materials.

SECTION IV: PROJECTS REQUIRING A PERMIT

- A. Any excavation of earth unless specifically exempted by either RSA 155-E:2 or specifically excepted in Section V of these regulations.
- B. A permit shall be obtained from the Planning Board for all earth excavations as defined by RSA 155E in excess of 1000 cubic yards, except in the Lakeside District. No permits will be issued for the Lakeside District

SECTION V: EXCEPTIONS FROM AN EXCAVATION PERMIT

- A. The following projects are deemed to be an exception from a permit:
 - 1) Incidental excavation of earth that will not remove more than 1,000 cubic yards of earth from the site. In the event that the project will result in the removal from the site more than 1,000 cubic yards, the project will be considered incidental provided that all of the required state and local permits have been issued.
 - 2) Excavation that is incidental to agricultural activities, normal landscaping or minor topographical adjustment as defined in Section III of these regulations. In the event that the project will result in the removal of more than 1,000 cubic yards from the site, the regulator shall determine what is incidental.
 - 3) Excavation from a granite quarry for the purpose of producing dimension stone, if such excavation requires a permit under RSA 12-E (Mining and Reclamation).

SECTION VI: PROHIBITED PROJECTS

- A. When the excavation cannot receive necessary approvals from state or federal agencies, such as, but not limited to the N.H. Department of Environmental Services Alteration of Terrain or Wetlands permits.
- B. Where the excavation is not permitted by zoning or other applicable local ordinances and a special exception or variance has not been obtained.
- C. Where the planned excavation will be in violation or RSA 155-E:4.

SECTION VII: EXCAVATION EXPANSION

When the scope of an approved permitted excavation is proposed to be altered as to affect either the size or location of the excavation, the rate of removal, or the plan for reclamation, the owner must submit a new application, plans, and other required submission items for a new excavation permit hearing process. If the approved excavation previously required a special exception or variance, the proposed changes must first be approved by the board of adjustment.

SECTION VIII: OPERATIONAL STANDARDS

A. Processing of Earth Material:

- 1) Processing machinery shall be erected or maintained on the lot as approved within the operational plan and such machinery shall be removed from the lot upon expiration of the permit or as otherwise provided in the permit.
- 2) No earth material shall be stock piled or located outside the permitted area without prior approval by the regulator.
- 3) No blasting shall occur without receiving prior approval during the permitting process.
- 4) Crushing may not be introduced without either prior approval from to the regulator during the permitting process or by submitting a request to the regulator who will hold a public hearing and then rule.
- 5) The regulator will determine the acceptable hours of operation with consideration taken on resident's needs and the needs of the owner of the excavation.

B. On-site Storage – Solid Waste:

- 1) Waste, building materials and rubble (i.e. "demolition and construction debris" or "C&D waste") shall not be stored or buried on the site without written approval by the regulator. If approved by the regulator, the burial/storage site will be noted on the plan and performed in accordance with all local, state and federal regulations.
- 2) Stumps and brush shall be allowed to be buried or stored on site so long as the stumps and tree parts are buried in a manner to preclude the development of sink hole and erosion of cover materials and will be protective of the environment, public health and safety. The burial or storage will be performed in accordance with all local, state and federal regulations. The site plan and property deed will provide:
 - a. A statement that the property has been used for the disposal of stumps and tree parts;
 - b. The date the activity took place:

- c. The location of the burial areas(s) with sufficient specificity as to allow an independent third party to locate the area(s); and
- d. The estimated quantity of waste disposed on the property.

3) The site will not be used for storage of junk vehicles, machinery, etc. as defined in RSA 236:112.

C. Backhauling, Importing, and Storage of Material:

1) Earth, concrete, and asphalt that did not originate from the site shall not be brought in, or stored upon, the site without prior approval by the regulator.

D. Aquifers and Seasonal High Water Tables

1) Excavation over aquifers and seasonal high water tables shall be performed in accordance with the Town zoning ordinance.

2) No excavation shall be permitted within 4 (four) feet of the seasonal high water table. A waiver to such prohibition shall be granted if the applicant demonstrates that such excavation will not adversely affect water quality, provided, however, that written notice of such exception shall be recorded in the registry of deeds, one copy filed with the NH Department of Environmental Services (NHDES), and one copy filed with the regulator.

SECTION IX: SITE RECLAMATION STANDARDS

- A. For excavations requiring a permit, the standards contained in RSA 155-E:5 are considered to be the minimum standards and the regulator may require more stringent reclamation standards as deemed necessary by the nature and scope of the operation. The reclamation will be done in accordance with the approved plans and reclamation sequence.
- B. Any excavation permit applicant that requires a RSA 485-A17 Alteration of Terrain Permit (AOT) from the NHDES shall incorporate the requirements of these regulations, to the extent that they are more restrictive, and not in conflict, with the AOT permit. Copies of all such AOT permits and update plans shall be filed with the regulator.
- C. Incidental excavations that have received an exception from the regulator to remove more than 1,000 cubic yards of earth shall reclaim the property in accordance with the specifications dictated by the regulator.

SECTION X: PERFORMANCE GUARANTEE

- A. Prior to the granting of any permit, the applicant shall submit to the Selectmen a bond or other sufficient surety as determined by the regulator. The purposes of the bond are to guarantee reclamation of the area, compliance with the permit, and any inspections. Off-site improvements for potential damage of Town roads or facilities caused by the transportation of earth materials shall be discussed at this stage.

- B. The surety may be in the amount and form acceptable to the regulator and its legal counsel. The surety may be phased to coincide with the phasing of work, in an amount sufficient to guarantee reclamation of the applicable section, to be released as sections are completed. Prior to a new section being opened, new securities shall be posted. The surety shall not be released until the regulator is satisfied that all conditions of the site reclamation plan have been complied with and that no erosion or die off has occurred.
- C. In the granting of an exception for an incidental excavation project that will remove more than 1,000 cubic yards of earth from the site, the regulator may require a performance surety to ensure compliance with reclamation specifications.

SECTION XI: APPLICATION PROCEDURES

Prior to the Board rendering a decision for an excavation permit, a public hearing shall be held, with due notification of all abutters and the public. The procedure for holding these public hearings is as follows:

A. Excavation Permit Application Review

- 1) Applications for an excavation permit shall be filed with the Planning Board or it's agent at least 14 days but up to 21 days prior to the meeting at which the application will be accepted. A completed application shall consist of a completed application page, the required submission items, a completed abutters list, and the appropriate fees as required.
- 2) The application will be reviewed with the applicant at the scheduled meeting. If the application is found to meet all submission requirements it will be accepted and voted by the regulator as complete and the hearing held. Should the application not be accepted as complete, another review meeting must be scheduled for re-submission as outlined in Section XI, A, 1.

B. Board Action on Completed Application

- 1) Upon acceptance of a completed application the Planning Board will hold a public hearing within 30 days to consider the application.
- 2) Within 20 days of the close of the hearing on the application, or any continuation thereof, the Board shall make a decision. Notice of this decision shall be recorded in the minutes of the meeting and placed on file in the Town offices within 144 hours.
- 3) The applicant shall receive a copy of the minutes along with the decision. If the application was approved with special conditions, these conditions shall also be stated. In the event the application is disapproved, the reasons for the disapproval shall be given.

C. Notices Required for Public Hearing

- 1) All abutters will be notified by certified mail, not less than 10 days prior to the meeting at which the application will be submitted for acceptance. Names and addresses of abutters must be taken from Town records not more than five (5) days before filing the application.

- 2) Public notice will appear in a newspaper of general circulation and in at least three public places not less than 10 days prior to the meeting.
- 3) The notice must include the location and general description of the proposal, as well as the date, time and place of the meeting.

D. Fees

- 1) A filing fee for Clerical and reviewers fee of \$150.00 for the first two pages then \$50.00/page after that. Postage fee will be at USPO current certified letter with a return receipt. Advertising in the legal section of the Keene Sentinel will be calculated at current pricing and will be determined and be paid upon acceptance of a finished application for an excavation permit. Failure to pay such cost shall constitute grounds for the Board to not accept the application.
- 2) An excavation permit fee of \$50 shall be paid upon the issuance of a permit, to defray the costs of permit compliance.

SECTION XII: APPLICATION SUBMISSION ITEMS

The applicant for an excavation permit shall submit to the Planning Board a completed application form, including a current abutters list, an excavation and a reclamation plan, any other submission documents as requested, and the filing fee. At least three copies of all plans shall be filed with the Land Use Assistant at the Town Hall during regular business hours 21 days before a regularly scheduled Board meeting, and one copy shall be sent to the Conservation Commission. The plans shall be at a scale of 1" = 50'.

A. Excavation Plan

The excavation plan shall address specific actions to be taken on the site relative to fuel and chemical handling and storage, dust control, traffic, noise control, mud, and abatement, and comprehensive site safety of unauthorized persons. The plan shall, at a minimum, contain the following items:

- 1) Name and address of the owner, the excavator (if different) and all abutters.
- 2) Name, address and signature of the person preparing the plan; date, bar scale and north arrow.
- 3) Zoning district boundaries of the proposed area and within 200 feet of the boundary of the project.
- 4) Perimeter survey by a licensed engineer of the location and boundaries of the proposed and any existing excavation; the area in square feet and acre; and identification of any other municipalities involved. Board will accept copies of engineering drawings required by NHDES in lieu of additional engineer drawings. Property lines shown on the excavation plan must be certified by a licensed land surveyor.
- 5) The location of existing buildings, structures, septic systems and wells within 200 feet of the boundary of the project.
- 6) Public streets, lot lines, driveways, intersections, rights-of-way, and all easements within 200 feet; road network to be affected; intended transportation routes to be used.

- 7) Topography at contour intervals of five feet or less.
- 8) All surface drainage patterns including wetlands and standing water.
- 9) Sketch and description, and/or engineer surveyed map at the request of the Board, of existing and proposed access roads, including width and surface materials.
- 10) The breadth, depth and slope of the proposed excavation and the estimated duration of the project.
- 11) An estimate of the total volume of earth to be excavated.
- 12) The elevation of the highest annual average ground water table within or next to the proposed excavation.
- 13) Test pit data that extend to either the seasonal high water table, ledge, or a minimum of six feet below the maximum proposed excavation depth, including location and soils data; boring logs may be submitted separately.
- 14) Proposed fencing, buffers or other visual barriers, including height and materials.
- 15) All measures to control erosion, sedimentation, water pollution, air pollution, and any hazards to public safety.
- 16) Plans for storm water management.
- 17) Plans for equipment maintenance.
- 18) Methods to prevent materials from the site from being tracked onto public roadways.
- 19) Copies of all necessary state and federal permits.
- 20) Signed and dated by licensed soil scientist/engineer. Board will accept copies of engineering drawings required by NHDES in lieu of additional drawings.
- 21) Ability to provide bonding of excavation – should bond lapse or be cancelled, the regulator shall impose a cease and desist order immediately.
- 22) Periodic professional engineer inspections at the applicant's expense will be required by the board. Frequency of inspections will be determined at the time the permit is granted.

B. Reclamation Plan

The reclamation plan shall address the effects of the proposed excavation on soil, surface, and ground water, vegetation, overburden, topography, and fill material, and should address future land use consistent with the Richmond Master Plan. The plan shall, at a minimum, contain the following items:

- 1) Seal and signature of a licensed surveyor or engineer. Board will accept copies of engineering drawings required by NHDES in lieu of additional drawings.
- 2) All boundaries of the area proposed for reclamation and the land within 200 feet of the boundary of the project area.
- 3) Existing topography of the project area proposed for excavation, at contour intervals of five feet or less.
- 4) Final surface drainage pattern, including the location and physical characteristics of all artificial and/or modified drainage facilities.
- 5) Timetable as to reclamation of fully-depleted sites within the excavation area.
- 6) Schedule of final reclamation activities including seeding mixtures, cover vegetation, fertilizer types, and application rates.
- 7) Final reclaimed topography of the excavation area at contour intervals of five feet or less.

C. Other Information

The Board reserves the right, per RSA 155-E: 3, VII to request any other information it deems necessary to make an informed decision, or to have plans reviewed by an outside agency. According to the authority vested in the Board by RSA 155-E: 11, III & RSA 676:4, I (g), any reasonable expenses incurred for such information or reviews shall be charged to the applicant. Failure to pay such costs constitutes valid grounds for the Board to deny the application.

SECTION XIII: ADMINISTRATION AND ENFORCEMENT

A. Permits

- 1) Permits shall be issued only to the owner or his agent and shall not be transferable without the prior written consent of the regulator. A copy of the permit shall be prominently displayed at the site or the principal access to the site.
- 2) A permit shall be valid for up to five years and the expiration date shall be specified. A permit is automatically withdrawn if no substantial work is done on the site for a period of two years from the date of the issuance of the permit.
- 3) Excavation of earth without a valid permit is a violation of RSA 155-E and these regulations. Violators may be issued a cease and desist order for non-compliance.
- 4) The regulator may include in the permit any such reasonable conditions as are consistent with the purpose of these regulations.
- 5) The regulator will establish a schedule by which all permitted sites are inspected on an annual basis. Incidental excavation exceptions that will remove more than 1,000 cubic yards will have an inspection schedule as determined by the regulator.

B. Bonding

Bonding will be reviewed at the time of periodic inspections.

C. Inspections

State of NH certified Civil Engineer or Surveyor mutually agreed upon by Planning Board and the applicant shall be employed and paid by the applicant. The regulator or its designee may make periodic inspections of all excavation sites, or incidental excavations, to determine if the operations are in conformance with these regulations, the approved plans, or the exception criteria. A site inspection review letter will be sent to the owner citing any deficiencies and providing a timeline for correction of the deficiency.

D. Suspensions and Revocations

The regulator may suspend or revoke a permit if the regulator determines that any provision of the permit has been violated, a material misstatement made in the application upon which a permit was granted, or any unsafe or hazardous conditions are determined by a site inspection to exist, or failure to correct any deficiency after notice. The regulator may suspend or revoke the exception for incidental excavation if the regulator determines that any provision of the exception has been violated, a material misstatement made in the exception application upon which an exception was granted, or any unsafe or hazardous conditions are determined by a site inspection to exist, or failure to correct any deficiency after notice. Such suspension or revocation shall be subject to a motion for rehearing thereon and appeal in accordance with these regulations.

E. Appeals

Any person affected by the Board's decision to approve or disapprove an application or any amendment thereto or any suspension or revocation of a permit, may appeal to the Board for a rehearing on such decision or any matter determined thereby. The motion for rehearing shall be filed within ten (10) days of such decision and shall fully specify every ground upon which it is alleged that the decision or order complained of is unlawful or unreasonable. The Board shall either grant or deny the request for rehearing within ten (10) days, and if the request is granted, a rehearing shall be scheduled within thirty (30) days. Any person affected by the Board's decision on a motion or rehearing may appeal in accordance with RSA 677:4-15.

F. Penalties

Fines, penalties and remedies for violations of this regulation shall be the same as for violations of RSA 676:15 and RSA 676:17.

SECTION XIV: SEPARABILITY

The invalidity of any provision, sentence, paragraph, etc. of this regulation shall not affect the validity of any other provision, sentence, paragraph, etc.

SECTION XV: EFFECTIVE DATE

These regulations shall take effect upon adoption by the Board and as amended.



TOWN OF RICHMOND

105 Old Homestead Hwy, Richmond, NH 03470

APPLICATION FOR EARTH EXCAVATION PERMIT

If project disturbs 4 (four) acres or more see: **Blasting and Heavy Construction Activities Regulations.**

Name of Property Owner(s): _____

Mailing Address: _____

Signature of Owner(s): _____ Date Signed: _____

Telephone Number(s): (Day): _____ (Night): _____

Name of Owner's Designee/Agent: _____

(A notarized letter required indicating assigned agent, agents address, telephone numbers and the amount of authority given.)

Name of Person Actually Doing the Excavating: _____

Location of Proposed and/or Existing Excavation: _____

Tax Map #: _____ Lot #: _____ Zoning District(s): _____

Type of Operation: _____

Reason for Application: [] New Excavation Site [] Permit Expired [] Exception [] Amendment
(RSA 155-E: 3 155-E:8 155-E:5-b 155-E:6)

Required Submission Items as Applicable:

1. Detailed Excavation and Reclamation Plans.
2. Name, Address, Telephone and License # of Engineer or Surveyor that Prepared Plans.
3. Complete List of Abutters and Addresses.
4. Evidence of the Ability to Provide a Bond or Other Surety for Reclamation.
5. Test Pit Results.
6. All Local, State and/or Federal Permits and Approvals.
7. Application Fees.

Date Application Received by Town: _____ Received by: _____

Date Application Sent to Conservation Commission by Applicant: _____

Application Determined to be Complete: [] YES [] NO Date: _____

Chairman

Secretary

COMMENTS: _____

TOWN OF RICHMOND, NH PLANNING BOARD
LIST OF ABUTTERS



(To be attached and submitted with excavation application. Use additional sheets

Name of Property Owner(s) _____ Tax Map # _____ Lot # _____

Owner Address _____

Name of Agent/Designee: _____

Abutter means any person whose property is located in Richmond, NH or adjoining towns, and adjoins or is directly across the street or stream from the land under consideration by the Planning Board. For purposes of receiving testimony only, and not for purposes of notification, the term "abutter" shall include any person who is able to demonstrate that his land will be directly affected by any proposal under consideration. For purposes of receipt of modification 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.

1. Name _____ Tax Map # _____ Lot # _____

Address _____

Zip Code _____

2. Name _____ Tax Map # _____ Lot # _____

Address _____

Zip Code _____

3. Name _____ Tax Map # _____ Lot # _____

Address _____

Zip Code _____

4. Name _____ Tax Map # _____ Lot # _____

Address _____

Zip Code _____

5. Name _____ Tax Map # _____ Lot # _____

Address _____

Zip Code _____

6. Name _____ Tax Map # _____ Lot # _____

Address _____

Zip Code _____

TOWN OF RICHMOND
NEW HAMPSHIRE
105 Old Homestead Hwy. Richmond, NH 03470
EXCAVATION PERMIT
PURSUANT TO RSA 155-E



PERMIT #: _____ ISSUE DATE: _____

EXPIRATION DATE: _____

LOCATION: _____

STREET ACCESS: _____

MAP #: _____ LOT #: _____

OWNER (S): _____

ADDRESS: _____ TOWN _____ ST _____

CONTACT PERSON: _____

EMERGENCY NUMBERS: (Day) _____ (Night) _____

FUEL SPILL RESPONSE CO. _____

FUEL SPILL RESPONSE CO. NUMBERS: (Day) _____ (Night) _____

THIS PERMIT IS NON-TRANSFERABLE WITHOUT THE PRIOR, WRITTEN APPROVAL OF THE RICHMOND, NH PLANNING BOARD PURSUANT TO RSA 155-E:8

Issued by:

Chairman, RICHMOND, NH Planning Board

Date:

NOTE: Pursuant to RSA 155-E:10 – The regulator or its duly authorized agent may suspend or revoke the permit of any person who has violated any provision of his permit or this chapter or made a material misstatement in the application upon which this permit was granted.

THIS PERMIT IS TO BE PROMINENTLY POSTED AT THE EXCAVATION SITE OR AT THE PRINCIPAL ACCESS PURSUANT TO RSA 155-E:8

TOWN OF RICHMOND NEW HAMPSHIRE
 105 Homestead Hwy. Richmond, NH



EXCAVATION PERMIT APPLICATION CHECKLIST

MAP & LOT: _____ OWNER/APPLICANT _____

	<u>Rec'd</u>	<u>Date</u>
1. Signed and dated application form.	1. []	_____
2. List all abutters.	2. []	_____
3. Copies of any required local, state, or federal permits.	3. []	_____
4. Excavation plan at a scale of 1" = 50' showing the information listed below:	4. []	_____
a. Name and address of owner, excavator, and all abutters.	a. []	_____
b. Name, address, and signature of person preparing the plan; date of plan, scale, and north arrow.	b. []	_____
c. Sketch and description of the location and boundaries of proposed and any existing excavations in square feet and acres and the municipalities involved.	c. []	_____
d. Zoning district boundaries of excavation area and within 200' of the project area boundary.	d. []	_____
e. Lot lines, public streets, driveways, intersections, rights-of-way, and all easements within 200' of the boundary of the project.	e. []	_____
f. Locations of existing buildings, structures, septic systems, and wells within 200' of the excavation.	f. []	_____
g. Topography at contour levels of five feet or less.	g. []	_____
h. All surface drainage patterns, including wetlands and standing water.	h. []	_____
i. Sketch and description of existing and proposed access roads, including width and surface materials.	i. []	_____
j. Breadth, depth, and slope of the proposed excavation, proposed duration, and estimate of the total volume of earth to be excavated.	j. []	_____
k. Elevation of the highest annual average groundwater table within or next to the proposed excavation.	k. []	_____
l. Test pit data or log of borings to within either the seasonal high water table or a minimum of six feet below the proposed excavation depth.	l. []	_____
m. Fencing, buffers, or other visual barriers, including height and materials.	m. []	_____
n. Measures to control erosion and sedimentation, water and air pollution, and to prevent any hazards to public safety.	n. []	_____
o. Methods and plans for storm water management and equipment maintenance.	o. []	_____

TOWN OF RICHMOND NEW HAMPSHIRE
105 Homestead Hwy. Richmond, NH



EXCAVATION OPERATIONS CHECKLIST

MAP & LOT: _____ OWNER/APPLICANT _____

Ck'd Date

- 1. The excavation is not within 50' of a disapproving abutter or 10' of an approving abutter boundary. 1. [] _____
- 2. The excavation will not be unduly hazardous to the public welfare. 2. [] _____
- 3. Existing visual barriers will not be removed except to gain access to the excavation. 3. [] _____
- 4. The excavation will not substantially damage a known aquifer. 4. [] _____
- 5. The excavation is not closer than 150' to an existing dwelling or to a site for which a building permit has already been issued. 5. [] _____
- 6. The excavation is not below road level within 50' of the public right-of-way. 6. [] _____
- 7. Vegetation is maintained within the peripheral areas of the requirements contained in 5 & 6 above. 7. [] _____
- 8. Fuels, lubricants, or other pollutants are not stored on the site. 8. [] _____
- 9. If temporary slopes exceed 1:1 grade, an appropriate barricade is provided. 9. [] _____
- 10. The excavation will not cause the accumulation of freestanding water for prolonged periods. 10. [] _____
- 11. The excavation is not within 75' of any great pond, navigable river, or any other standing body of water ten acres or more in area. 11. [] _____
- 12. The excavation is not within 25' of any stream, river, brook that normally flows throughout the year, or any naturally-occurring standing body of water less than ten acres, prime wetland, or any other wetland greater than five acres in area as defined by NH Department of Environmental Services. 12. [] _____
- 13. The excavation will comply with federal MSHA requirements. 13. [] _____
- 14. Bond or other surety has been filed with the Richmond Board of Selectmen. 14. [] _____

TOWN OF RIHCMND NEW HAMPSHIRE
105 Homestead Hwy. Richmond, NH



RECLAMATION PLAN CHECKLIST

MAP & LOT: _____ OWNER/APPLICANT _____

Note: According to RSA 155-E-5, reclamation must be done within 12 months of permit expiration date or after completed date or after completed excavation whichever comes first. These Standards listed on this checklist are termed “minimum” when the excavation was subject to a permit and are termed “express” when the excavation was not subject to a permit. This checklist is intended not to be more stringent than RSA 155-E.

Note: Reclamation Plan must be drawn at a scale of 1” = 50’.

Ck’d

1. Name, address, phone number, and signature of owner or designee, and a list of any bond holders. 1. ()
2. A reclamation bond or other security sufficient to secure the reclamation. 2. ()
3. Name, address, home # and signature of all persons preparing the plan and the owner along with date of plan, scale, and north arrow. 3. ()
4. All boundaries of the area proposed reclamation. 4. ()
5. Final Surface drainage pattern. 5. ()
6. Timetable for reclamation within the project area. 6. ()
7. Schedule of final reclamation activities, including seeding mixtures, cover vegetation, fertilizer types and application rates. 7. ()
8. Time frames for reclamation will be established by the Planning Board at the time of the Site-Plan Review 8. ()
9. Except for exposed rock ledge, all area which have been stripped of vegetation shall be spread with soil capable of sustaining vegetation, and shall be planted with seedlings or grass. 9. ()
10. In accordance with acceptable horticultural practice, tree seedlings will be planted in area visible from the public way to replace trees that were removed. 10. ()
11. Provision is made for the removal and disposal of all stumps and other vegetative debris as approved by the Planning Board, i.e., lawfully disposed of. 11. ()
12. Slopes, except for exposed rock ledge, will be graded to natural repose according to the soil type or a ratio of horizontal to vertical proposed by the owner but no greater than a 2:1 ratio and approved by the Planning Board. 12. ()
13. No standing bodies of water created by the excavation will be left if they create a public safety or health hazard or are addressed in the permitting process. 13. ()
14. The topography will be left so that drainage reverts to its original points and original proportions of flow. If the applicant required a permit from DES, then RSA 485-A:17 takes precedence. 14. ()

Note: The planning Board may require a review of this application plan by a professionally licensed wetlands and /or Soil scientist, surveyor, or engineer at the applicant’s expense.

(Approved November 8, 2006)

RECLAMATION PROCEDURE CHECKLIST

	<u>Ck'd</u>	<u>Date</u>
1. Tree seedlings will be planted in areas visible from a public way to replace trees that were removed.	1. []	_____
2. All disturbed areas will be reseeded.	2. []	_____
3. Provision is made for the lawful removal of all stumps and other debris.	3. []	_____
4. Soils will be graded according to soil type, changes in slope will not be abrupt and will not cause erosion.	4. []	_____
5. No standing bodies of water created by the excavation will be left if they create a public safety hazard.	5. []	_____
6. The topography will be left so that drainage reverts to its original points and proportions of flow.	6. []	_____