



# City of Dover, New Hampshire TRANSFER OF DEVELOPMENT RIGHTS APPLICATION

[Revision Date: August 16, 2018]

Office Use Only	Project #:	_____	Date Received:	_____
	Amount Paid:	_____	Time Received:	_____

## APPLICANT AND OWNER INFORMATION

Name of Applicant: \_\_\_\_\_ Telephone # \_\_\_\_\_

Address of Applicant: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Name of Property Owner (if different from applicant): \_\_\_\_\_ Telephone # \_\_\_\_\_

Address of Property Owner: \_\_\_\_\_

## PROPERTY INFORMATION

Assessor's Map # \_\_\_\_\_ Lot(s) # \_\_\_\_\_

Address of Property: \_\_\_\_\_

Zoning District(s) \_\_\_\_\_ Overlay District(s) \_\_\_\_\_

Existing Use of Property: \_\_\_\_\_

## TRANSFER OF DEVELOPMENT RIGHTS INFORMATION

### Type of TRANSFER OF DEVELOPMENT RIGHT REQUEST (Check All That Apply):

Residential     Residential (reduced size)     Industrial    |     Purchase     Land Preservation

### Relief sought (Check All That Apply):

Lot Size     Frontage     Setback     Increase by \_\_\_\_\_ units

Describe Proposed Use or Activity that requires TDR; describe any impacts and document mitigation:

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List Any Associated State or Federal Permits That Have Been or Will Be Applied For and Indicate Their Status: \_\_\_\_\_

\_\_\_\_\_

Name of Professional That Prepared TDR Plans: \_\_\_\_\_

Address \_\_\_\_\_ Telephone #: \_\_\_\_\_

Professional License #: \_\_\_\_\_ E-mail address: \_\_\_\_\_

**SIGNATURES**

I/We hereby submit this application to the City of Dover 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: \_\_\_\_\_

**AUTHORIZATION TO ENTER SUBJECT PROPERTY**

I, and my successors, hereby authorize members of the Dover Planning Board, Planning Department and other pertinent City Departments and boards to enter my property for the purpose of evaluating this application, including performing inspections during the application phase, post-approval phase, construction phase and occupancy phase. It is understood that these individuals must use all reasonable care, courtesy, and diligence when on the property.

Signature of Property Owner: \_\_\_\_\_ Date: \_\_\_\_\_

## CITY OF DOVER TRANSFER OF DEVELOPMENT RIGHTS 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 – TRANSFER OF DEVELOPMENT RIGHTS Application fee \$150.00 = \$ \_\_\_\_\_
- 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

*(Revised October 2, 2018)*

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