

## **STREET ACCEPTANCE PROCEDURES**

Below is the information that needs to be submitted for street acceptance.

The complete application shall be submitted prior to **October 1<sup>st</sup>** deadline which allows one month for PB and Department's Head input and one month for BOS and public hearing. Deadline for street acceptance is **December 1<sup>st</sup>**.

- Applicant or the applicant's engineer must fill out the GUARANTEE ESTIMATE BOND to determine bond amount.

Application for Street Acceptance must include:

- Application (\$50.00) fee
- As-built plans
- Warranty & Release ROW Deed
- Easement Deed
- Harmless Agreement, if applicable
- Compaction Test
- 2-year maintenance bond needs to be in place.

The Engineering Dept. will send a memo to the following for their review:

- Police, DPW & Fire

Once Engineering receives these approvals, they will send a positive recommendation to the Planning Board for Street Acceptance.

Once Engineering receives the recommendation from the Planning Board, they will send a memo to Steve Malizia requesting that the BOS approve the Street Acceptance. Engineering must be sure to enclose the as-built plans, deeds and application along with the recommendations from the Fire Department, Police Department and the Road Agent.

APPLICATION FOR ACCEPTANCE OF A DEDICATED ROAD AS A TOWN ROAD

DATE: \_\_\_\_\_

NAME OF ROAD: \_\_\_\_\_

NAME OF APPLICANT/AGENT: \_\_\_\_\_

APPLICANT ADDRESS: \_\_\_\_\_

\_\_\_\_\_

TELEPHONE: \_\_\_\_\_

COMPLETED APPLICATION FORM TO INCLUDE:

LOCATION OF ROAD: Attach three (3) copies of the approved subdivision plan and indicate the length of road for which acceptance is being requested.

LENGTH OF ROAD: \_\_\_\_\_ Feet. +/-

STATEMENT OF DEDICATION: H.C.R.D. Plan Number: \_\_\_\_\_

H.C.R.D. Book and Page Number which references deed or other instrument dedication road to public use: \_\_\_\_\_

\_\_\_\_\_

Attach three (3) copies of deed or other instrument.

STATEMENT OF APPLICANTS' INTEREST IN HAVING ROAD ACCEPTED:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

FEE (\$50.00): PAID; YES \_\_\_\_\_ NO \_\_\_\_\_

RECEIPT NO. \_\_\_\_\_ RECEIVED BY: \_\_\_\_\_

## HOLD HARMLESS AGREEMENT

**Developer/Company Name**, a New Hampshire **limited liability** company with its principal office at **Address**, in consideration of the review and acceptance by the Town of Hudson, New Hampshire of (1) certain as-built utility plans for the development known as **Development Name** entitled “\_\_\_\_\_ Utility As-Built Plan and Profiles,” and “Utility As-Built Plan and Profile Storm Drainage” prepared by **Engineering Firm Name**, dated **Prep. Date** (the “Plans”); and (2) as-built plan for \_\_\_\_\_ of the **Development Name**, hereby agrees to hold the Town of Hudson harmless with regard to any digging or damage to the roadways or utilities within the development, including drainage components such as trench drain, in connection with the maintenance and repairs to the water mains dedicated to the Town of Hudson within the roadways. This Hold Harmless Agreement shall remain in effect indefinitely or until the roadways have been accepted by the Town of Hudson.

Date: \_\_\_\_\_, 20XX

**Developer Name**

By: \_\_\_\_\_  
**Print signee name, Title**

**Final Walk Through for Street Acceptance**

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**STREET NAME:**

**INSPECTOR :**

**DATE:**

**CHECKLIST:**

- Finish Pavement
- Street Sign
- Pavement Markings
- Sidewalk (5') / Handicap Ramps (# )/ Done (Yes / No )
- Right of Way Boundary Markings
- Water Gate Valve
- Catch Basins / Drain Pipes Clean Out
- Sewer Manholes
- Drainage Manholes
- Sewer Acceptance
- Water Acceptance
- AS-BUILT PLANS
- Access Roads to Drainage Structures and Ponds
- Detention Basins
- Erosion control
- Compaction Tests
- Pavement quantities
- Curb
- OTHER

**Final Walk Through for Street Acceptance**

ATTENDEES:

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**Outstanding Items**

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