



*Town of Hudson
12 School Street
Hudson, NH 03501*

CONCEPTUAL SITE PLAN APPLICATION

Revised September 2025

The following information must be filed with the Planning Department *at the time of filing a site plan application*:

1. One (1) original completed application with original signatures.
2. One (1) full plan set *folded* (sheet size: 22" x 34").
3. Fifteen (15) reduced plan sets *folded* (sheet size 11" X 17").
4. One (1) original copy of the project narrative.
5. A list of direct abutters and a list of indirect abutters, and one (1) set of mailing labels for abutter notifications.
6. All of the above application materials, including plans, shall also be submitted in electronic form as a PDF.
7. ***All plans shall be folded*** and all pertinent data shall be attached to the plans with an elastic band or other enclosure.
8. Application shall include the submission of a Zoning Determination prepared by the Zoning Administrator.

Note: Prior to filing an application, it is recommended to schedule an appointment with the Town Planner.

CONCEPTUAL SITE PLAN APPLICATION

Date of Application: _____ Tax Map #: _____ Lot #: _____

Site Address: _____

Name of Project: _____

Zoning District: _____ General CSP#: _____
(For Town Use Only)

Z.B.A. Action: _____

PROPERTY OWNER:

DEVELOPER:

Name: _____

Address: _____

Address: _____

Telephone # _____

Email: _____

PROJECT ENGINEER:

SURVEYOR:

Name: _____

Address: _____

Address: _____

Telephone # _____

Email: _____

PURPOSE OF PLAN:

(For Town Use Only)

Routing Date: _____ Deadline Date: _____ Meeting Date: _____

_____ I have no comments _____ I have comments (attach to form)

(Initials) Title: _____ Date: _____

Department: _____

Zoning: ____ Engineering: ____ Assessor: ____ Police: ____ Fire: ____ DPW: ____ Consultant: ____

CONCEPTUAL SITE DATA SHEET

PLAN NAME: _____

PLAN TYPE: CONCEPTUAL SITE PLAN

LEGAL DESCRIPTION: MAP _____ LOT _____

DATE: _____

Location by Street: _____

Zoning: _____

Proposed Land Use: _____

Existing Use: _____

Surrounding Land Use(s): _____

Number of Lots Occupied: _____

Existing Area Covered by Building: _____

Existing Buildings to be removed: _____

Proposed Area Covered by Building: _____

Open Space Proposed: _____

Open Space Required: _____

Total Area: S.F.: _____ Acres: _____

Area in Wetland: _____ Area Steep Slopes: _____

Required Lot Size: _____

Existing Frontage: _____

Required Frontage: _____

Building Setbacks:	<u>Required*</u>	<u>Proposed</u>
Front:	_____	_____
Side:	_____	_____
Rear:	_____	_____

CONCEPTUAL SITE PLAN DATA SHEET
(Continued)

Flood Zone Reference: _____

Width of Driveways: _____

Number of Curb Cuts: _____

Proposed Parking Spaces: _____

Required Parking Spaces: _____

Basis of Required Parking (Use): _____

Dates/Case #/Description/Stipulations
of ZBA, Conservation Commission,
NH Wetlands Board Actions:
(Attach stipulations on separate sheet)

(For Town Use Only)

Data Sheets Checked By: _____ Date: _____

SCHEDULE OF FEES

A. REVIEW FEES:

1. Conceptual Review Only \$ 100.00
 \$100.00 Flat Fee

B. POSTAGE:

_____ Property owners within 200 feet @\$0.78 \$ _____
 (or Current First Class Rate)

TOTAL \$ _____

(For Town Use)

AMOUNT RECEIVED: \$ _____ DATE RECEIVED: _____

RECEIPT NO.: _____ RECEIVED BY: _____