

**TOWN OF HINSDALE
POLICY FOR ACCEPTANCE OF ROADS**

Under authority given under RSA 674:40-a to the Board of Selectmen

All roads or streets proposed for acceptance by the Town of Hinsdale will have **first** addressed the following items:

1) A complete **Application** must be received (copy attached). **Final acceptance** of the application will take place by the Board of Selectmen after Step 3 and Step 6 has been completed. The **public hearing** to accept the road shall take place after a 12 month period has lapsed from the date of application acceptance and after a final inspection by the Town.

Intent: Complete applications may be submitted during the year at any time. Upon review of Step 3 & Step 6 and the approval of the Highway Superintendent and Town Engineer, the Selectmen may accept the application. At this time, the clock begins. The developer must carry a bond for a minimum of one year which cannot be released until after final road acceptance. Applicant must take care of the road during this period.

2) **Certificates of occupancy** must be issued for buildings on at least **50%** of the platted lots.

3) At least **one set** of the project's **construction drawings updated** with the following as built record info must be provided:

- a Center line profile, vertically & horizontally;
- b Representative cross sections at 500' intervals or less and at drainage crossings;
- c Drainage locations and inverts;
- d NH Professional Engineer (PE) or land surveyor stamp on drawings;
- e Certificate of monumentation that all ROW bounds have been installed.

4) The land being offered for dedication will be the **same as described in the approved subdivision and/or site plans and** the road(s) or street(s) shall **correspond** in location and lines with those road(s) and/or **street(s) shown** on the previously approved subdivision plat or site plan, being the same **subdivision and/or site plan** that has been **recorded** with the Cheshire County Registry of Deeds, or on the official map, or a street plat, adopted by the Hinsdale Planning Board.. (Approval of the plat or site plan by the Hinsdale Planning Board shall not constitute the acceptance by the town of the dedication of any street, highway, park, or other public open space.)

5) Any road or street which **has not** received prior Planning board approval, as set forth above, shall not be accepted by the Selectmen without an affirmative Town Meeting vote pursuant to RSA 674:40, III.

6) **Applicant's Engineer** will provide a **report with an opinion as to conformance** of the construction to the approval drawings. **A punchlist and recommendations should be provided.** Review and approval is required by the Highway Superintendent and Town Engineer. The Town Engineer review will be at applicant's expense.

7) The deeded property will be in the form of a **Warranty Deed** including any and all easements attached to the property and all abutting property.

8) The Warranty Deed must be accompanied by **certification** from an attorney or qualified Title Search Company that the property to be dedicated is **free of liens or other encumbrances which would interfere with its use as a public way**, and the **deed and title certification** shall require approval from the **Town's Attorney**, at applicant's expense.

9) The **fee for recording the deed**, if any, after and along with the Selectmen's acceptance, will also be attached and made out for the appropriate amount to the Cheshire County Registry of Deeds.

10) The applicant, for the required public hearing pursuant to RSA 674:40-a, will provide a **list of abutters** along with the **fee for certified notification** of each plus the **fee for a public notice**. The public hearing will be posted in two public places and in at least one local newspaper.

11) Prior to final acceptance of the application the Applicant will provide proof of an acceptable bond or irrevocable letter of credit in an amount no less than 25% of the total installed improvements as required by the planning board. Release of the Bond is subject to the Public Hearing and final acceptance of the road by the Board of Selectmen. At no time will the Town of Hinsdale release the bond or relieve the developer of its financial responsibilities during the one year period following acceptance of the application.

Attachments: Application
Sequence of events for road acceptance