

Town of Chester

Road Requirements & Acceptance Policy

(4/17/18)

Planning Board Requirements:

1. No roads shall be forwarded to the Board of Selectmen for acceptance prior to fulfilling the following criteria:

- a) Certification by surveyor that all frontage pins and monuments have been set;
- b) Submittal of three (3) sets of As-Built plans for the road/s, following the completion of the road/s' construction. As-Built plans shall include all utilities, especially underground utilities, within the proposed right-of-way/s;
- c) Certification by the Town Engineer the construction of the road/s & shoulders, signage, drainage systems, loaming & seeding, and all other related improvements have been completed according to the approved plans, and the As-Built plans meet required specifications;
- d) Certification all Town engineering review fees shall have been paid in full;
- e) Certification by the Fire Department, if applicable, that all fire suppression structures such as cisterns or dry hydrants have been installed, tested and accepted, and/or emergency access roads are fully functional;
- f) Submittal of recorded Homeowner Association documents regarding maintenance responsibilities of items listed in the above "criteria e", if applicable;
- g) Submittal of draft warranty deeds (for the Selectmen to sign), conveying the conservation easements or open space lands, if applicable, to the Town of Chester;
- h) Submittal of draft warranty deeds (for the Selectmen to sign) conveying the road/s' right-of ways to the Town of Chester; and
- i) For each draft warranty deed, a certification from an attorney or qualified title search company that the property is free of liens or other encumbrances.
- j) The Road Agent will accompany the Town's consulting engineer on the final site walk/s to provide feedback regarding the road/s's condition to the Board of Selectmen during the acceptance hearing. Prior to the final site walk, because these are post-winter inspections, roads should be swept free of sand and gravel, and gravel shoulders should be raked flat where disturbed by the past winter's plowing.

Board of Selectman's Requirements & Acceptance Policy:

(Note: At the 2003 Annual Town meeting, the Legislative Body approved the Board of Selectmen to accept dedicated streets in accordance with RSA 674:40-a. Streets accepted under RSA 674:40-a shall have the status of a public highway under RSA 229:1, and be deemed a Class V highway.)

2. No road shall be scheduled for an acceptance hearing by the Selectmen until such time as the Planning Board and its consulting engineer certifies as to the following:

- a) The road/s meet/s all the specifications of the Town's Subdivision Regulations for roads;
- b) The road/s is/are located as depicted on the approved subdivision or site plan;
- c) The construction of the road/s is/are complete;
- d) With each deed, the Selectmen are presented a certification from an attorney or qualified title search company that the property is free from liens or encumbrances;
- e) The Selectmen are presented with warranty deeds/ conveying the road/s right of-ways to the Town of Chester;
- f) The Selectmen are presented, if applicable, with open space conservation easement/s or warranty deed/s to the Town of Chester; and
- g) The Selectmen are presented, if applicable, with security posted in a form and amount meeting the requirements of Section 3.9 Performance and Maintenance Guarantee of the Subdivision Regulations. The maintenance bond shall remain in place until two (2) years after the construction of the last housing unit has been completed.

3. The Selectmen shall duly notice a public hearing in accordance with the general provisions pertaining to public hearings for accepting the new roads.

4. The Applicant/s will pay all public hearing notification costs, recording costs, and review costs.

5. The statutory provisions allow citizen input in the acceptance process, and the Selectmen have the authority to decline the acceptance of road/s for any number of reasons, including but not limited to the following:

- a) The road/s is not designed in accordance with the approved plan;
- b) The road/s is not constructed in accordance with the Town's Subdivision Regulations for roads;
- c) The road/s is not located in accordance with the approved plan;

- d) The road/s has not been completed;
- e) The deed conveying the road/s is not acceptable as to form or substance; or
- f) There are liens or encumbrances on the road/s.
- g) There are outstanding fees owed to the Town's construction inspection engineers.

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