

**TOWN OF NORTHFIELD**  
**EARTH EXCAVATION - ANNUAL REPORT TO PLANNING BOARD**

Provide all of the following information or mark as N/A if not applicable to your site. Additional information should be provided as necessary to adequately report on the prior and upcoming year's activities. Reports are to be submitted annually by September 1st (or as otherwise directed by the Planning Board). Once received, an inspection of the site will be scheduled.

For the purpose of a compliance hearing, additional information, documents and fees are required in addition to this report. Refer to the Excavation Regulations and/or contact the Town Offices for additional information.

In addition to the questions below please attach other documents as necessary, including:

- a copy of your site map, photos, or an aerial photo showing any changes in the active, reclaimed and/or undisturbed areas
- if no changes have occurred during the past year, no map or photos are required,
- a copy of your most recent NH Department of Revenue Administration (DRA) Notice of Intent to Excavate Form
- a copy of your most recent NH DRA Report of Excavation Form
- any photos that may better illustrate the information provided below
- a copy of any new/renewed other agency permits (Alteration of Terrain, etc.)
- any new test pit data re: Seasonal High Water Table

**Updated Contact Information (as applicable):**

**Land Owner:** \_\_\_\_\_ Tel: \_\_\_\_\_ e-mail: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Fax: \_\_\_\_\_

**Excavator:** \_\_\_\_\_ Tel: \_\_\_\_\_ e-mail: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Fax: \_\_\_\_\_

**On-Site Contact Person:** \_\_\_\_\_ Tel: \_\_\_\_\_ e-mail: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Fax: \_\_\_\_\_

Address of Property: \_\_\_\_\_ Tax Map & Lot #(s): \_\_\_\_\_

**STATEMENT OF ASSURANCE**

I hereby certify that to the best of my knowledge this information is valid and that there is no violation of the approved ordinances, codes, and/or regulations of the Town of Northfield. I authorize the Members of the Board or their staff to enter onto my property for the purposes of reviewing the status of the excavation.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner or Authorized Individual

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Please provide the following information as applicable. For your convenience additional sheets may be used as necessary.

1.     \_\_\_\_\_ Amount of material excavated during the last 12 months  
       \_\_\_\_\_ Estimated amount of material to be excavated during the upcoming 12 months  
       \_\_\_\_\_ Cumulative amount of material excavated over the life of the project
  
2.     \_\_\_\_\_ Size of newly opened area(s) during the last 12 months  
       \_\_\_\_\_ Estimated size of areas to be opened during the upcoming 12 months  
       \_\_\_\_\_ Size of newly closed area(s) during the last 12 months  
       \_\_\_\_\_ Size of areas to be closed during the upcoming 12 months

3. Describe the condition of any area(s) newly closed/reclaimed within last 12 months including information such as whether final slopes and drainage ways have been established, type/method of seeding, current condition of growth, etc.

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Describe the condition of any area(s) previously closed/reclaimed.

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4. Circle any processing equipment used on site within the last 12 months:

**Crusher**        **Screen**        **Wash Plant**    **Other:** \_\_\_\_\_

Circle any processing equipment to be used on site within the next 12 months:

**Crusher**        **Screen**        **Wash Plant**    **Other:** \_\_\_\_\_

5. Status of stump disposal (show on plan):

\_\_\_ **Buried on site**    \_\_\_ **Stockpiled on site**    \_\_\_ **To be/Ground**        **Other:** \_\_\_\_\_

List any material backhauled into the excavation site and how it will be/was used: \_\_\_\_\_

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6. Elevation & Seasonal High Water Table (SHWT) information:

- \_\_\_ ft drop in lowest elevation of pit during the previous 12 months
- \_\_\_ ft drop in lowest elevation of pit proposed for the upcoming 12 months.
- \_\_\_ ft distance between active excavation and the SHWT (if located); **or**
- \_\_\_ ft depth of deepest test pit in active area without locating the SHWT

Describe any testing done/proposed to locate SHWT: \_\_\_\_\_

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YES     NO        Is any excavation occurring below the public highway elevation?

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7.  YES  NO Have the required setbacks to property lines and residences been maintained?  
 YES  NO Have the required vegetation/screens within buffer areas been maintained?

Explain any encroachment issues: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. Security: \_\_\_\_\_ Total acres of the site are to be open at one time during the upcoming 12 months (this includes any areas for which reclamation is not completed). Explain any proposal to have the existing security adjusted: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

9. Status of any recreational trails on the property: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

10. For Sites that use On-Site Fueling:

- YES  NO All fueling occurs on fueling pad (minimum of 12" of compacted till or topsoil)  
 YES  NO All persons fueling are trained in storage, handling and spill containment  
 YES  NO Spill containment materials are readily available at fueling site(s)  
 YES  NO Spill(s) occurred during prior 12 months.

Describe: \_\_\_\_\_

For Sites that store fuel on site:

Size of fuel tank(s) stored on site

\_\_\_\_\_ gal \_\_\_\_\_ gal \_\_\_\_\_ gal \_\_\_\_\_ gal

11.  YES  NO Are there portable/other toilet facilities on site?

12.  YES  NO Is the access locked?  
 YES  NO If locked, is there a knox lock/box used?

13.  YES  NO Is the street number posted at the street?

14.  YES  NO Are slopes in excess of 1:1 barricaded?

15. Access to a public highway: Explain any work/maintenance proposed at the site access to minimize tracking of material onto public highway: \_\_\_\_\_

\_\_\_\_\_

16. Any additional information regarding this site: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_