

## **Application for Subdivision**

The Subdivision Control Law has been enacted for the purpose of protecting the safety, convenience and welfare of the inhabitants of the cities and towns in which it is put into effect by regulating the laying out and construction of ways with subdivisions that provide access to lots therein, but which have not become public ways, and ensuring sanitary conditions in subdivisions and in proper cases parks and open areas. The powers of the Planning Board under Subdivision Control Law shall be exercised with due regard for the provision of adequate access to all of the lots in a subdivision by ways that will be safe and convenient for travel; for lessening congestion in such ways and in the adjacent public ways; for reducing danger to life and lib in the operation of motor vehicles; for securing safety in the case of fire, flood, panic and other emergencies; for insuring compliance with the applicable zoning ordinance or bylaws; for securing adequate provision for water, sewerage, drainage, underground utility services, fire, police and other similar municipal equipment; for providing street lighting where necessary I a subdivision; for coordinating the ways within a subdivision with each other and with the public ways in the city or town in which it is located and with the ways in neighboring subdivisions; and for protecting the rural character of the town.

**Name of Applicant**

\_\_\_\_\_

**Address**

\_\_\_\_\_

**Telephone**

\_\_\_\_\_

**Land Owner name** (if not applicant)

\_\_\_\_\_

**Address**

\_\_\_\_\_

**Telephone**

\_\_\_\_\_

**Power of Attorney (or  
written evidence notarized  
if applicable)**

\_\_\_\_\_

**Name of Proposed Subdivision**

\_\_\_\_\_

**Name of Surveyor**

\_\_\_\_\_

**Address**

\_\_\_\_\_

**Telephone**

\_\_\_\_\_

**Zone**

RA \_\_\_\_\_ RAF \_\_\_\_\_

**Type of Subdivision:**

Class I     Class II     Class III

**Applying for Flexible  
Development?**

Yes     No

**Plan Type:**

Preliminary     Definitive

**Fee:**

\$25.00 per lot on Preliminary x \_\_\_\_lots=\_\_\_\_\_

\$100.00 per lot on Definitive x \_\_\_\_lots=\_\_\_\_\_

\$250.00 per lot w/no preliminary plan x \_\_\_\_lots=\_\_\_\_\_

**Consulting Fee:**

Up to 3% of the gross road construction cost \_\_\_\_\_

If wet lands are involved up to 6% of above \_\_\_\_\_

**Signature of Applicant**

\_\_\_\_\_

# **Subdivision Preliminary Plan Checklist**

## ***Contents to be scale of 1" or 40' or other approved by Board***

- 1) Subdivision Name  Y  N
- 2) Boundaries  Y  N
- 3) Scale  Y  N
- 4) North point  Y  N
- 5) Location map  Y  N
- 6) Legend  Y  N
- 7) Owner of record  Y  N
- 8) Applicant  Y  N
- 9) Engineer or Surveyor  Y  N
- 10) Abutters-from most recent tax list  Y  N
- 11) Existing and proposed streets, ways, easements and public areas in a general layout  Y  N
- 12) Proposed drainage system including adjacent natural water ways  Y  N
- 13) One(1) copy preliminary development impact statement addressing potential areas of concern  Y  N
- 14) Approximate boundary lines of proposed lots w/ approximate areas  Y  N
- 15) Names, approx. location and width of adjacent streets  Y  N
- 16) Location map sealed to 1"=1 mile  Y  N

Deadline Extensions  
\_\_\_\_\_ Attached

\_\_\_\_\_ Attached

1<sup>st</sup> Request-additional info

\_\_\_\_\_ Date  
Attached

Public Informational Notice  
\_\_\_\_\_ 1<sup>st</sup>

\_\_\_\_\_ 2<sup>nd</sup>

2<sup>nd</sup> Request-additional info

\_\_\_\_\_ Date  
Attached

# **Subdivision Definitive Plan Checklist**

1) 9 copies of definitive plan 1 being original scaled 3-6  Y  N

2) Certification of survey  Y  N

3) Plans stamped by surveyor and professional registered engineer  Y  N

4) Subdivision name  Y  N

5) Boundaries  Y  N

6) Date  Y  N

7) North point  Y  N

8) Benchmark and Datum  Y  N

9) Registry book and page number of record owner  Y  N

10) Names, addresses of record owner, applicant surveyor and/or engineer  Y  N

11) Names and addresses of abutters per most recent tax list  Y  N

12) Existing and proposed lines of street, ways, lots, waterways, easements  Y  N

13) Location of permanent monuments existing or proposed  Y  N

Deadline Extensions  
\_\_\_\_\_ Attached

\_\_\_\_\_ Attached

1<sup>st</sup> Request-additional info

\_\_\_\_\_ Date

Attached

14) Location, names and width of streets boundary or subdivision  Y  N

15) Areas of lots with lot number and size of adjoining land not in subdivision owned by applicant  Y  N

16) On separate sheet-any storm drainage system existing or proposed according to 3-6 (J) of town subdivision bylaws  Y  N

17) Six (6) copies of D.I.S.  Y  N

18) Definitive markings of lot/boundary lines, street and way measurements  Y  N

19) Three (3) copies of proposed sewer system per 3-6 (M)  Y  N

20) Soil test locations and results for individual septic system one (1) per lot  Y  N

21) Town location plan sealed 1 inch to 1 mile  Y  N

22) Marked significant natural and historical fixtures per 3-6 (P)  Y  N

23) Location of improvements: street paving, utilities, fire hydrant, etc., on separate sheet  Y  N

24) Legend of signs/symbols  Y  N

25) Three (3) copies-statement of existing and proposed buildings in subdivision  Y  N

Public Informational Notice  
\_\_\_\_\_ 1<sup>st</sup>

\_\_\_\_\_ 2<sup>nd</sup>

2<sup>nd</sup> Request-additional info

\_\_\_\_\_ Date

Attached