



Planning & Economic Development Board - Town of Medway, MA
LAND SUBDIVISION – FORM B

Application for Approval of a Preliminary Subdivision Plan

INSTRUCTIONS TO APPLICANT/OWNER

This Application is made pursuant to the Medway Subdivision Rules and Regulations.

***Applying for a Preliminary Subdivision Plan is optional for residential subdivisions.
It is required for non-residential subdivisions.***

*The Town's Planning Consultant will review the Application and Preliminary Subdivision Plan
and provide a recommendation to the Planning and Economic Development Board.*

A copy of that review letter will be provided to you in advance of the meeting.

*You or your duly authorized Agent/Official Representative is expected to attend the
Board meeting at which your Application will be considered to answer any questions and/or submit
such additional information as the Board may request.*

Your absence may result in a delay in the Board's review of the Preliminary Plan.

_____, 20____

PRELIMINARY SUBDIVISION PLAN INFORMATION

Plan Title: _____

Plan Date: _____

Prepared by:

Name: _____

Firm: _____

Phone #: _____

Email: _____

PROPERTY INFORMATION

Location Address: _____

The land shown on the plan is shown on Medway Assessor's Map # _____ as Parcel # _____

Total Acreage of Land to be Divided: _____

General Description of Property: _____

Medway Zoning District Classification: _____

Scenic Road

Does any portion of this property have frontage on a Medway Scenic Road?

____ Yes ____ No If yes, please name street: _____

Wetlands

Is any portion of the property within a Wetland Resource Area? ____ Yes ____ No

Groundwater Protection

Is any portion of the property within a Groundwater Protection District? ____ Yes ____ No

Flood Plain

Is any portion of the property within a Flood Plain? ____ Yes ____ No

The owner's title to the land that is the subject matter of this application is derived under deed from: _____ to _____ dated _____ and recorded in Norfolk County Registry of Deeds, Book _____ Page _____ or Land Court Certificate of Title Number _____, Land Court Case Number _____, registered in the Norfolk County Land Registry District Volume _____, Page _____.

APPLICANT INFORMATION

Applicant's Name: _____

Mailing Address: _____

Name of Primary Contact: _____

Telephone: _____
Office: _____ Cell: _____

Email address: _____

____ Please check here if the Applicant is the equitable owner (*purchaser on a purchase and sales agreement*.)

PROPOSED SUBDIVISION INFORMATION

Subdivision Name: _____

This is a: ____ Residential Subdivision ____ Non-Residential Subdivision

The plan shows the division of land into ____ building lots numbered _____ and ____ parcels not intended for building thereon.

The plan shows the following **existing** ways that are being proposed as lot frontage:

_____ as frontage for lot(s) _____
_____ as frontage for lot(s) _____

The plan shows the following **proposed new** ways that are being proposed as lot frontage:

_____ as frontage for lot(s) _____
_____ as frontage for lot(s) _____

_____ as frontage for lot(s) _____

Total Length of Proposed New Roadway(s) _____

Are the new roads proposed to be public or private ways?

_____ Public _____ Private

Proposed Utilities:

_____ Town Water _____ Well

_____ Town Sewer _____ Septic

PROPERTY OWNER INFORMATION (if not applicant)

Property Owner's Name: _____

Mailing Address: _____

Primary Contact: _____

Telephone:

Office: _____ Cell: _____

Email address: _____

CONSULTANT INFORMATION

ENGINEER: _____

Address: _____

Primary Contact: _____

Telephone:

Office: _____ Cell: _____

Email address: _____

Registered P.E. License #: _____

SURVEYOR: _____

Address: _____

Primary Contact: _____

Telephone:

Office: _____ Cell: _____

Email Address: _____

Registered P.L.S. License #: _____

DESIGNATED REPRESENTATIVE INFORMATION

Name: _____

Address: _____

Primary Contact: _____

Telephone: _____
Office: _____ Cell: _____

Email address: _____

SIGNATURES

The undersigned, being the Applicant as defined under Chapter 41, Section 81L for approval of a Preliminary Subdivision Plan, herewith submits this application and Preliminary Subdivision Plan to the Medway Planning and Economic Development Board for review.

I hereby certify, under the pains and penalties of perjury, that the information contained in this application is a true, complete and accurate representation of the facts regarding the property under consideration.

(If applicable, I hereby authorize _____ to serve as my Agent/Designated Representative to represent my interests before the Medway Planning & Economic Development Board with respect to this Preliminary Subdivision Plan application.)

In submitting this application, I authorize the Board, its consultants and agents, Town staff, and members of the Open Space and Design Review Committees to access the site during the plan review process.

Signature of Property Owner _____
Date

Signature of Applicant (if other than Property Owner) _____
Date

Signature of Agent/Official Representative _____
Date

PRELIMINARY SUBDIVISION PLAN FEES

Preliminary Subdivision Plan Filing Fee - \$750

Advance on Plan Review Fee - \$750

Submit 2 separate checks each made payable to: Town of Medway

PRELIMINARY SUBDIVISION PLAN APPLICATION CHECKLIST

- _____ Two (2) original Preliminary Subdivision Plan applications (Form B)
- _____ Two (2) full size copies of the Preliminary Subdivision Plan prepared in accordance with Section 5.6 and 5.7 of the *Medway Subdivision Rules and Regulations*
- _____ Electronic Version of the Preliminary Subdivision Plan – Provide a flash drive or email plan to the PEDB office
- _____ Certified Abutters List from the Medway Assessor's office – for 300 feet around the subject property
- _____ Development Impact Report – Form F
- _____ Preliminary list of expected Waiver Requests from the *Medway Subdivision Rules and Regulations*. Reference the specific sections.
- _____ Preliminary Subdivision Plan Filing Fee (\$750) – Payable to Town of Medway
- _____ Advance on Plan Review Fee (\$750) – Payable to Town of Medway