



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

Application for Approval of a Definitive Subdivision Plan

INSTRUCTIONS TO APPLICANT/OWNER

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

Please complete this entire Application and provide all specified Attachments.

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

Your absence at meetings may result in a delay of the Board's review and action on the Definitive Subdivision Plan.

_____, 20____

TO: *The Planning & Economic Development Board of the Town of Medway, MA*

The undersigned, being the Applicant as defined under chapter 41, Section 81L for approval of a Definitive Subdivision Plan, herewith applies for approval of a Definitive Subdivision Plan.

DEFINITIVE SUBDIVISION PLAN INFORMATION

Title of Plan: _____

Prepared by: _____

Firm Name: _____

Plan Date: _____

A Preliminary Subdivision Plan ____ was ____ was not filed prior to this Definitive Plan.

If filed, the date of filing of the Preliminary Subdivision Plan was: _____

Date when the Preliminary Subdivision Plan was reviewed by the Board: _____

The Preliminary Subdivision Plan was:

____ reviewed and discussed

____ approved as presented

____ approved with the following modifications/conditions: _____

____ disapproved for the following reasons: _____

____ no action taken

PROPERTY INFORMATION

Location Address (es): _____

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

Total Acreage of Land to be Divided: _____

General Description of Property: _____

Medway Zoning District Classification: _____

Frontage Requirement: _____ Area Requirement: _____

Scenic Road

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

____ Yes ____ No If yes, please name: _____

Wetlands

Is any portion of the site within a Wetland Resource Area?

____ Yes ____ No

Groundwater Protection

Is any portion of the site within a Groundwater Protection Overlay District?

____ Yes ____ No

Flood Plain/Wetland Protection District

Is any portion of the site within the Flood Plain/Wetland Protection Overlay District?

____ 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 _____.

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) _____

Total Length of Proposed New Roadway(s): _____

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

_____ Public _____ Permanent Private Way

Proposed Utilities:

_____ Town Water _____ Private Well

_____ Town Sewer _____ Private Septic

APPLICANT INFORMATION

Applicant's Name: _____

Applicant's 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.)

PROPERTY OWNER INFORMATION (if not applicant)

Property Owner Name: _____

Address: _____

Primary Contact: _____

Telephone:

Office: _____ Cell: _____

Email: _____

CONSULTANT INFORMATION

ENGINEER: _____

Address: _____

Primary Contact: _____

Telephone:

Office: _____ Cell: _____

Email: _____

SURVEYOR: _____

Address: _____

Primary Contact: _____

Telephone:

Office: _____ Cell: _____

Email: _____

ATTORNEY: _____

Address: _____

Primary Contact: _____

Telephone: _____ Cell: _____

Email: _____

DESIGNATED REPRESENTATIVE INFORMATION

Name: _____

Address: _____

Primary Contact: _____

Telephone: _____ Cell: _____

Email: _____

SIGNATURES

The undersigned, being the Applicant as defined under MGL, Chapter 41, Section 81L for approval of a Definitive Subdivision Plan, herewith submits this application and a Definitive 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, to the best of my knowledge and belief, 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 Definitive Subdivision Plan application.

I understand that pursuant to MGL c. 44, section 53G, the Medway Planning and Economic Development Board may retain outside professional consultants to review this application and that I am responsible for the costs associated with such reviews.

I agree to abide by the Medway *Rules and Regulations for the Review and Approval of Land Subdivisions* and complete construction of the subdivision in accordance with the *Rules and Regulations*, the approved Definitive Subdivision Plan, and the Land Subdivision Certificate of Action.

In submitting this application, I authorize members of the Planning & Economic Development Board, Town staff and agents, and members of the Design Review Committee and Open Space Committee to access the site during the plan review process.

Signature of Property Owner

Date

Signature of Property Owner

Date

Signature of Applicant (if other than Property Owner)

Date

Signature of Agent/Official Representative

Date

DEFINITIVE SUBDIVISION PLAN FEES

Filing Fee - \$2,500 plus \$2.50/linear foot of street centerline proposed

Advance on Plan Review Fee - \$2,500

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

Fee Schedule Approved – June 23, 2015

FOR PED OFFICE USE ONLY:

Date Form C & Definitive Subdivision Plan Received by Medway PED office: _____

Definitive Subdivision Plan Filing Fee Paid: Amount: _____ Check # _____

Advance on Plan Review Fee Paid: Amount: _____ Check # _____

Date Form C & Definitive Subdivision Plan
Received by Town Clerk

Date Form C & Definitive Subdivision Plan
Received by Board of Health

DEFINITIVE SUBDIVISION PLAN SUBMITTAL DOCUMENTS CHECKLIST

Town Clerk

- _____ One signed original Definitive Subdivision Plan Application – Form C
- _____ One copy of Definitive Subdivision Plan
- _____ One copy of the Stormwater Management Report/Calculations
- _____ One copy of Traffic Study (*for subdivisions of 20 or more dwelling units*)
- _____ One copy of Development Impact Report – Form F

Board of Health

- _____ One signed original Definitive Subdivision Plan Application – Form C
- _____ One copy of Definitive Subdivision Plan
- _____ One copy of Soil Survey, Percolation and High Groundwater Tests prepared in accordance with Section 5.5.10 of the *Subdivision Rules and Regulations*

Planning & Economic Development Board

- _____ One signed original Definitive Subdivision Plan Application – Form C
(*Date Stamped by Town Clerk & Board of Health*)
- _____ One full size copy of Definitive Subdivision Plan prepared in accordance with Section 5.6 and 5.7 of the *Subdivision Rules and Regulations*
- _____ Two 11" x 17" size copy of the Definitive Subdivision Plan
- _____ Designer's Certificate – Form D
- _____ Certified Abutters List
- _____ Development Impact Report - Form F
- _____ Requests for Waivers of *Subdivision Rules and Regulations*. Use Form Q. One form per waiver request.
- _____ One copy of Stormwater Management Report/Calculations prepared in accordance with Section 5.5.9 of the *Subdivision Rules and Regulations*
- _____ One copy of the Long Term Operation and Maintenance Plan for drainage and stormwater management facilities.
- _____ One copy of Soil Survey, Percolation and High Groundwater Tests prepared in accordance with Section 5.5.10 of the *Subdivision Rules and Regulations*
- _____ One copy of a Traffic Study (*for subdivisions with 20 or more dwelling units*) prepared in accordance with Section 5.5.12 of the *Subdivision Rules and Regulations*
- _____ Sight Distance Computations for all proposed new intersections
- _____ ANRAD determination from Medway Conservation Commission (*if applicable*)
- _____ Proof of existing or pending ownership of all land within the proposed subdivision
- _____ PDF version of ALL application documents. (*Please email or provide a flash drive*)
- _____ Definitive Subdivision Plan Filing Fee (\$2,500 plus \$2.50/linear foot of street centerline proposed) – Payable to Town of Medway
- _____ Advance of Plan Review Fee (\$2,500) – Payable to Town of Medway