



Scituate Planning Board

1/12/2015, 5/2021

APPLICATION FOR APPROVAL OF A PRELIMINARY SUBDIVISION PLAN

General Information for Applicants:

Any proposal that impacts, or involves any change in, or additional connections to, town sewer or the municipal water supply must present a preliminary plan to the Sewer or Water Commissioners detailing the existing and proposed water and sewer usage before filing an application with the Planning Board.

It is strongly recommended that all applicants meet with the Town Planner prior to filing an application for a Preliminary Plan.

Checklist for applicants:

The following information must be included with all applications for Preliminary Plans:

- ___ 1) Twenty copies of this form, the deed to the property, and if the application is submitted by anyone other than the owner, either a signed purchase and sale agreement or a letter signed by the owner authorizing submission by the applicant.
- ___ 2) 20 copies of the plan prepared in accordance with Town of Scituate Subdivision Rules and Regulations, Section 5.3, Preliminary Plans. All plan copies must be folded.
- ___ 3) 20 copies of required supporting documentation described in Town of Scituate Subdivision Rules and Regulations, Section 5.3.3.
- ___ 4) A check for the application fee (\$600 + \$50 per lot) payable to the Town of Scituate.
- ___ 5) PDF files of the full application package (application form, deed, P&S is applicable, CAD File, etc.) and plan by e-mail concurrently with the physical receipt of the hard copies of the application and plan in the office.
- ___ 6) A certified list of abutters provided by the Town of Scituate Assessor's Office.
- ___ 7) The most recent tax bill showing all taxes due on the property are paid in full.

Required Information on the Proposal:

LOCATION (Street address): _____

ASSESSOR REF: MAP _____ BLOCK _____ PARCEL _____ (List all parcels used for billing purposes)

APPLICANT(S): _____

ADDRESS: _____

TELEPHONE AND E-MAIL: _____

PROPERTY OWNER(S) IF DIFFERENT: _____

ADDRESS: _____

TELEPHONE AND E-MAIL: _____

AGENT IF DIFFERENT: _____

ADDRESS: _____

TELEPHONE AND E-MAIL: _____

TOTAL UPLAND AREA OF PARCEL TO BE DIVIDED: _____

TOTAL AREA OF PARCEL TO BE DIVIDED: _____

ZONING DISTRICT(S): _____

PROPOSED NUMBER OF LOTS: _____

EXISTING USES: _____

PROPOSED LENGTH OF ROAD: _____

Identify any waivers from the Subdivision Rules and Regulations that are expected to be requested:

Section# of Regulations	Subject of Regulation	Explanation

The undersigned, being the applicant as defined under M.G.L. Chapter 41, Section 81L for approval of a preliminary subdivision plan entitled _____ by _____ (engineer), dated _____, with location, number of lots and acreage as described as above, hereby submits the attached plan as a Preliminary subdivision plan in accordance with the Subdivision Rules and Regulations of the Scituate Planning Board and makes application to the Planning Board for approval of said plan.

Applicant's Signature: _____

Owner's Signature: _____

Received by Town Clerk
Date _____
Signature _____