



**Scituate Planning Board**

**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 (\$500 + \$30 per lot) payable to the Town of Scituate.
- \_\_\_ 5) A certified list of abutters provided by the Town of Scituate Assessor's Office.
- \_\_\_ 6) 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: \_\_\_\_\_  
 ZONING DISTRICT(S): \_\_\_\_\_  
 PROPOSED NO. OF LOTS: \_\_\_\_\_  
 EXISTING USES: \_\_\_\_\_

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: \_\_\_\_\_

Received by Town Clerk
Date _____
Signature _____