

PLAN REVIEW CHECK LIST

FORM A PLANS

- 1. Completed applications, Form A (2 copies) _____
- 2. Planning Board review fee (\$100 FILING FEE) _____
- 3. Drawing original and five (5) prints _____
- 4. Drawing to be stamped by MA Professional Land Surveyor _____

DRAWING TO INCLUDE THE FOLLOWING INFORMATION:

- 1. Boundaries, dimensions and frontages of lots, and buildings on lots being established _____
- 2. Names of abutting land owners _____
- 3. Names of ways abutting applicant's land _____
- 4. Lots must show 80% contiguous upland to be considered buildable _____
- 5. Title block including:
 - A. Applicant's name and address _____
 - B. Name, signature and seal of surveyor _____
 - C. Plan date _____
 - D. Scale _____
 - E. Space for signature of Planning Board Clerk, date of signing _____
 - F. Plat and Lot numbers _____
 - G. Current Zoning _____
 - H. Locus Plan _____
 - I. Disclaimer saying that "Signatures of Planning Board do not guarantee that any or part of the lots shown are buildable lots". _____
 - J. Where applicable reference to subdivision name _____

PLANNING BOARD MUST VOTE WITHIN 21 DAYS

Date Received _____

Deadline _____