

LAND SUBDIVISION – FORM C-2

**Application for Approval of an OSRD Definitive Plan
Planning & Economic Development Board - Town of Medway, MA**

INSTRUCTIONS TO APPLICANT/OWNER

This Application is made pursuant to the Medway Planning Board Subdivision Rules and Regulations and/or the Site Plan Approval Rules and Regulations. Please complete this entire Application. Submit three signed originals of the Application, one copy of the OSRD Definitive Plan to the Town Clerk who will date stamp all three original Applications. Submit two signed original Applications, one copy of the OSRD Definitive Plan and one set of Soil Survey, Percolation and High Groundwater Tests to the Board of Health, which will date stamp the two original Applications. Provide one original Application date stamped by the Town Clerk and Board of Health, 18 copies of the OSRD Definitive Plan, all other required documents and the appropriate Definitive Subdivision Plan Filing Fee and advance of the Plan Review Fee to the Medway Planning & Economic Board.

*The Town's Planning and Engineering Consultants will review the Application and OSRD Definitive Plan. You or your duly authorized Agent/Official Representative will be expected to attend the meetings of the Planning & Economic Development Board 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 its review.*

_____, 20____

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

The undersigned herewith submits this OSRD Definitive Plan application and plan of property located in the Town of Medway and makes application to the Planning & Economic Development Board for approval of such Plan.

OSRD SPECIAL PERMIT INFORMATION

An OSRD Special Permit and Concept Plan were approved by the Medway Planning and Economic Development Board on: _____

The Applicant was: _____

Recording information for the OSRD Special Permit and Concept Plan: _____

OSRD DEFINITIVE PLAN INFORMATION

Title: _____

Prepared by: _____

Of: _____

Plan Date: _____

How is the Proposed OSRD Definitive Plan different from the Approved OSRD Concept Plan?
Be specific and thorough in your explanation.

PROPERTY INFORMATION

Location Address: _____

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

Total Acreage: _____

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: _____

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 _____.

DEVELOPMENT INFORMATION

Development Name: _____

Describe how the land will be divided (building parcels, open space parcels, drainage parcels, other) _____

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 will serve as frontage:

_____ as frontage for lot(s) _____

_____ as frontage for lot(s) _____

Total Length of Proposed New Roadway(s): _____

Proposed Street Names: _____

Are the new road(s) proposed to be public or permanent private ways?

_____ Public _____ Permanent Private Ways

Proposed Utilities:

_____ water _____ well

_____ sewer _____ septic

_____ electric _____ natural gas

_____ cable _____ phone

Describe the proposed stormwater management/drainage system.

APPLICANT INFORMATION

Applicant's Name: _____

Applicant's Address: _____

Name of Primary Contact: _____

Office Telephone: _____ Cell Phone: _____ FAX: _____

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: _____ FAX: _____

CONSULTANT INFORMATION

Engineer: _____

Address: _____

Primary Contact: _____

Telephone: _____ Fax: _____

Email: _____

Surveyor: _____

Address: _____

Primary Contact: _____

Telephone: _____ Fax: _____

Email: _____

Landscape Architect/Designer: _____

Address: _____

Primary Contact: _____

Telephone: _____ Fax: _____

Email: _____

SIGNATURES

I hereby certify, under the pains and penalties of perjury, that the information contained in this application is true, accurate and complete to the best of my knowledge and belief. If applicable, I hereby authorize _____ to serve as my Agent/Official Representative to represent my interests before the Medway Planning & Economic Development Board with respect to this OSRD Definitive Plan application.

I agree to abide by the Medway Planning Board's *Rules and Regulations for the Review and Approval of Land Subdivisions* and/or the *Site Plan Rules and Regulations* and complete construction of the development in accordance with the *Rules and Regulations* and the approved OSRD Definitive Plan within three (3) years of the date of plan endorsement.

In submitting this application, I authorize the Planning & Economic Development Board, its staff and agents, to access the property 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

*

For office use only:

Date Form C-5 and OSRD Definitive Plan Received by Planning Board: _____

OSRD Definitive Plan Filing Fee Paid
Amount: _____

Check # _____

Advance on Plan Review Fee Paid:
Amount: _____

Check # _____

Date Form C-5 & OSRD Definitive Plan
Received by Town Clerk

Date Form C-5 & OSRD Definitive Plan
Received by Board of Health

OSRD DEFINITIVE PLAN SUBMITTAL DOCUMENTS CHECKLIST

Town Clerk

- _____ One (1) signed original OSRD Definitive Plan Application – Form C-5
- _____ One (1) copy of OSRD Definitive Plan – full size

Board of Health

- _____ One (1) signed original OSRD Definitive Plan Application – Form C-5
- _____ One (1) copy of OSRD Definitive Plan – full size
- _____ One (1) 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 (1) signed Original OSRD Definitive Plan Application – Form C-5
(Date Stamped by Town Clerk & Board of Health)
- _____ Eighteen (18) Copies of OSRD Definitive Plan prepared in accordance with Section 5.6 and 5.7 of the *Subdivision Rules and Regulations* (10 full size and 8 reduced size (11" x 17"))
- _____ Electronic version of OSRD Definitive Plan
- _____ Designer's Certificate – Form D
- _____ Certification of Abutters – Form E
- _____ Document listing all conditions of the OSRD Special Permit with a description of how you have addressed each condition.
- _____ Written Request for Waivers of *Subdivision Rules and Regulations* or the *Site Plan Rules and Regulations* with full explanation as to the need for such waivers and justification for why waivers are in the Town's best interest.
- _____ Two (2) copies of Stormwater Management Analysis prepared in accordance with Section 5.5.9 of the *Subdivision Rules and Regulations*
- _____ Long Term Operation and Maintenance Plan for drainage and stormwater management facilities.
- _____ Two (2) copies of Soil Survey, Percolation and High Groundwater Tests prepared in accordance with Section 5.5.10 of the *Subdivision Rules and Regulations*
- _____ Proof of existing or pending ownership of all land within the proposed subdivision
- _____ OSRD Definitive 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