



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: _____

Date of Board action on the Preliminary Subdivision Plan: _____

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, 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

FOR CED OFFICE USE ONLY:

Date Form C & Definitive Subdivision Plan Received by Medway CED 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 11” by 17” copy of Definitive Subdivision Plan
- _____ One copy of the Stormwater Management Report/Calculations
- _____ One copy of Traffic Study
- _____ One copy of Development Impact Report – Form F

Board of Health

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

Planning & Economic Development Board

- _____ One signed original Definitive Subdivision Plan Application – Form C
(Date Stamped by Town Clerk, and proof of submittal to Board of Health)
- _____ One full size copy of Definitive Subdivision Plan prepared in accordance with the *Subdivision Rules and Regulations*
- _____ Two 11” x 17” size copies 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 copy of Stormwater Management Report/Calculations prepared in accordance with 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 the *Subdivision Rules and Regulations*
- _____ One copy of a Traffic Study prepared in accordance with the *Subdivision Rules and Regulations*
- _____ Sight Distance Computations for all proposed new intersections
- _____ ANRAD or other wetland 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