

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. Please complete this entire Application. Submit three signed originals of the Application, and three copies 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, 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 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

APPLICANT INFORMATION

Applicant's Name: _____

Applicant's Address: _____

Name of Primary Contact: _____

Office Telephone: _____ Cell Phone: _____

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: _____

Cell phone: _____

CONSULTANT INFORMATION

Engineer: _____

Address: _____

Primary Contact: _____

Telephone: _____

Email: _____

Surveyor: _____

Address: _____

Primary Contact: _____

Telephone: _____

Email: _____

Landscape Architect/Designer: _____

Address: _____

Primary Contact: _____

Telephone: _____ Cell phone: _____

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 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 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 signed original OSRD Definitive Plan Application – Form C-5
- ☐ One copy of OSRD Definitive Plan – 11 x 17

Board of Health

- ☐ One signed original OSRD Definitive Plan Application – Form C-5
- ☐ One copy of OSRD Definitive Plan – full size
- ☐ One 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 signed Original OSRD Definitive Plan Application – Form C-5
(Date Stamped by Town Clerk & Board of Health)
- ☐ One full size copy of OSRD Definitive Plan prepared in accordance with Section 5.6 and 5.7 of the *Subdivision Rules and Regulations* and 3 reduced size (11" x 17") copies
- ☐ 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.
- ☐ One copy 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.
- ☐ One copy 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