



**TOWN OF SOUTHBOROUGH
Planning Board
FORM C**

Application for Approval of a Definitive Subdivision Plan

Name of Applicant: _____

Address of Applicant: _____

Telephone #: _____ Cell#: _____

Email Address: _____

Name of Property Owner (if different): _____

Address of Property Owner (if different): _____

Telephone #: _____ Cell#: _____

Email Address: _____

Name of Engineer: _____

Address of Engineer: _____

Engineer's Telephone Number: _____ Cell#: _____

Email Address: _____

The undersigned, being the owner of all land included within the proposed subdivision shown on the plan entitled: _____

dated _____ Zoning District: _____, and comprising _____ sheets, hereby seventeen (17) copies, of the application and plans to the Planning office format and one electronic version of the plans, of which there needs to be ten (10) large size plans and the balance 11x17 including all information required by the "Rules and Regulations Governing the Subdivision of land in Southborough, Massachusetts", (Chapter 244-10), and prepared according to said Rules and Regulations together with a filing and processing fee. See Fee Schedule. If the submittal is determined to be complete, it will be accepted, dated, and copies will be distributed to Town boards and departments for review prior to the Planning Board hearing. A copy of the list of abutters shall be attached to the application. If the submittal is determined to be complete, the plans will be accepted, dated, and copies will be distributed to Town Boards and Departments for review.

The land included within the proposed subdivision is bounded and described as follows, and the title hereto is derived from _____ by deed dated _____ and recorded in the Worcester Registry of Deeds, Book _____, Page _____.

Boundary Description (including Southborough Assessors Map & Parcel Number):

In consideration of said approval, the undersigned agrees to construct ways and install municipal services and other improvements in accordance with said plans, and with Rules and Regulations and other applicable specifications of the Town of Southborough at no cost to the Town.

The undersigned agrees to complete all required work within 2 (two) years from the date said approval becomes final and will furnish security for the timely performance of said construction and installation to serve the lots within said subdivision.

Definitive Subdivision

A copy of the complete Definitive Plan and Application must be submitted to the Planning Board. Any material (in addition to that included with the Application Form) that will be referred to by the Applicant (or the Applicant's representatives) at any public hearing or public meeting must be submitted to the Planning Department at least **7** days prior to such hearing or meeting to ensure adequate and proper review by the Board and accessibility to the public. Any material submitted later than this deadline may, at the Board's discretion, constitute a constructive request by the Applicant for a continuation of the hearing if, in the opinion of the Board, the Board, Town staff, or the public have not had adequate time to appropriately consider such material. ***Applicants should note that this additional material includes amended plans, renderings, visual displays, models, etc., that may have been prepared after the Application Form was filed and are expected to be used by the Applicant during a public hearing presentation.***

(All owners, authorized officers of a corporation or all trustees must sign):

Date: _____ Signature: _____

Title: _____

Date: _____ Signature: _____

Title: _____