



**TOWN OF SOUTHBOROUGH**  
**Planning Board**  
**Application for Major Site Plan Approval**  
**for a Solar Photovoltaic Project**

I hereby apply for approval of a Solar Site Plan Entitled: \_\_\_\_\_

Plans Prepared by: \_\_\_\_\_

Address of Engineer: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Cell #: \_\_\_\_\_

Email Address: \_\_\_\_\_

Description of Project: (include # of kW): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Property Location: \_\_\_\_\_

Size of Parcel: \_\_\_\_\_ Zoning District: \_\_\_\_\_

Assessor's Map Number: \_\_\_\_\_ Lot Number: \_\_\_\_\_

Name of Owner of Record: \_\_\_\_\_

Signature of Owner of Record(if different from applicant): \_\_\_\_\_

Applicant's Name (printed): \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_

Applicant's Telephone Number: \_\_\_\_\_ Cell # \_\_\_\_\_

Applicant's Email Address: \_\_\_\_\_  
(Please attach list of certified abutters which is obtained from the Assessor's office. Abutters are property owners within 300 feet of a site or property of contiguous ownership on either side, in back of, and directly across the street.)  
\_\_\_\_\_

Date of Hearing: \_\_\_\_\_ Time of Hearing: \_\_\_\_\_

**Distribution List** (by Planning Office):

Board of Health

Board of Selectmen

Fire Department

Conservation Commission

Town Clerk

Department of Public Works

Planning Board Members

Building Inspector

Consulting Engineers

Police Department

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.***

Accepted September 21, 2015