



TOWN OF SOUTHBOROUGH

Planning Board

FORM B

Application for Approval of a Preliminary 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#: _____

Name of Engineer: _____

Address of Engineer: _____

Engineer's Telephone Number: _____ Cell#: _____

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 submit 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 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", 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.

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):

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

Date: _____ Signature: _____

Title: _____

Date: _____ Signature: _____

Title: _____

A copy of the complete Preliminary 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.***

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