

PLANNING BOARD
TOWN OF NORTHFIELD

www.northfieldma.gov
69 MAIN STREET
NORTHFIELD, MASSACHUSETTS 01360-1017

APPLICATION FOR SITE PLAN APPROVAL **Fee: \$30.00**

If the Planning Board determines that professional consultations are necessary to review the application before the Board, due to the complexity of the application, the cost and expense of the consultations will be billed to the applicant. All amounts owed must be paid before any permits will be issued.

The undersigned submits original and 4 accompanying site plans of property located in the Town of Northfield for study, discussion, and approval under Protective Regulations By-law Article X. All requirements of this by-law must be complied with before a planning board review can be scheduled. Copies of Northfield's Protective Regulations may be purchased from the town secretary. It is strongly recommended that the applicant come before the Planning Board with preliminary plans before submitting the official site plan review application.

Name of Applicant

Address

Phone

Name of Landowner (if not applicant):

Address:

Phone:

Name of Surveyor:

Address:

Phone:

What authority referred you to the Planning Board for site plan review? _____

Deeds of Property recorded in Franklin County Registry of Deeds:

Book _____ Page _____

Book _____ Page _____

Zone property is located _____

List liens or restrictions, if any on the property, and/or state, county, or town protective zones in which the property is located:

Signature of Owner

Signature of Applicant

Brief description of Project and what action in by-laws triggered a site plan approval

How will the flowing be addressed: preservation of landscape, open space, circulation, surface water drainage, and compliance with other by-laws?

OWNER RESPONSIBILITY:

Copy of Site Plan or notification of submission where required to:

Date Delivered

Building Inspector _____

Board of Health _____

Town Clerk Notification _____

Conservation Commission _____
(if wetlands involved)

Required advertising costs, including notice to abutters \$ _____
To be determined

Costs for any necessary review costs \$ _____
To be determined

Date received by Planning Board _____

65 days from receipt _____

PLANNING BOARD RECORD

Application, Site plan (original &
4 copies)

Date received

Acknowledgement of receipt by
Town Clerk

Date received

Reviews made by town officials and /or consultants if required or recommended (comments attached)

Building Inspector

Date

Action

Board of Health

Date

Action

Fire Department

Date

Action

Conservation Commission

Date

Action

Engineering Consultant

Date

Action

Other

Date

Action

Planning Board Action

Date

(meeting minutes attached)

☐ Approved

☐ Modified & Approved

☐ Disapproved

Reproducible plan signed & returned to applicant

Date