

DEFINITIVE PLAN APPLICATION CHECKLIST
(To be submitted by applicant with application)

Applicant: _____

Planning Board Meeting Date: _____

- _____ 1. Subdivision name, boundaries, north arrow, scale, legend and title, "Definitive Plan".
- _____ 2. Name of the record owner, applicant, engineer and surveyor.
- _____ 3. Existing and proposed lines of streets, easements and any public areas within the subdivision.
- _____ 4. Existing and proposed public water supply and utilities in the area.
- _____ 5. Existing and proposed system of surface water, drainage and existing and proposed method of sewage disposal.
- _____ 6. Approximate boundary lines of proposed lots, with approximate areas and dimensions.
- _____ 7. Names, approximate location and widths of streets within 200' of property.
- _____ 8. Topography of the existing land at two (2)-foot contour intervals.
- _____ 9. Location of all permanent monuments, large boulders, stone walls, vegetation and special features showing the outline of all woodlands, significant individual or group tree masses, rock outcroppings, roads and trails, flowing streams or waterways, drainage ways and ponds, noting those being disturbed by proposed ways, drainage easements, or any change in topography.
- _____ 10. An outline of all areas within the Wetland and Watershed Protection District and/or Aquifer Protection Overlay District (APOD).
- _____ 11. A roadway profile drawn to a horizontal scale of 1"=40' and a vertical scale of 1"=4', showing all existing and proposed grades, drainage and sewer systems.
- _____ 12. Zoning of proposed subdivision and contiguous parcels.
- _____ 13. Existing on-site structures including septic systems.
- _____ 14. Names and nine-digit parcel numbers of all direct abutters, certified by The Town of Duxbury Assessor's Office. Provide one stamped and addressed envelope for each abutter.
- _____ 15. Physical, geological, environmental and other characteristics unique to the site but not covered in 1-14 above.
- _____ 16. SEVENTEEN COPIES (THREE full-size, FOURTEEN half-size) of the plan are required. The signature block must be in the same space on each page.
- _____ 17. Environmental Impact Plan (17 copies)
- _____ 18. Erosion Control Plan
- _____ 19. Drainage Calculations (Four copies)

FEES: See next page

DEFINITIVE PLAN FEES

(Two separate checks required):

APPLICATION FEE: (Check payable to the Town of Duxbury)

(With Preliminary Plan previously filed and acted upon): \$200 per lot

Total = _____

(Without Preliminary Plan previously filed and acted upon): \$400 per lot

Total = _____

(For Definitive Plan Amendments and Frontage Waiver Requests): \$100 per lot

Total = _____

ESCROW ACCOUNT: (Check payable to the Town of Duxbury. Signed W-9 form also required.)

For 3 Lots or Less: \$3,000 minimum deposit.

For 4 or More Lots: \$3,000 minimum deposit, plus \$500 per lot in the proposed subdivision

Total = _____