

**PRELIMINARY 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, "Preliminary 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 as they exist on the most recent tax list.
- \_\_\_\_\_ 15. Physical, geological, environmental and other characteristics unique to the site but not covered in 1-15 above.
- \_\_\_\_\_ 16. EIGHTEEN COPIES (THREE full-size, FIFTEEN half-size) of the plan are required. The signature block must be in the same space on each page.

FEES: Application Fee: (\$50 per building lot) = \_\_\_\_\_ (check payable to the Town of Duxbury)

Escrow Account: (Separate check payable to the Town of Duxbury. W-9 form 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 \_\_\_\_\_