

City of Newburyport Planning Board

FORM C – APPLICATION FOR DEFINITIVE SUBDIVISION APPROVAL

INSTRUCTIONS:

The petitioner shall complete the following application form to petition the Planning Board for Definitive Subdivision approval. Please review Section 5 of the [Rules and Regulations Governing the Subdivision of Land in Newburyport, Massachusetts](#) for plan requirements prior to submission. Failure to submit the required information within the time period prescribed may result in the Planning Board dismissing the application as incomplete.

Submission Requirements: Upon receipt of the following items, the application will be scheduled for a public hearing:

- Two (2) copies of the application form, plans, narratives, list of waivers, reports, and any other supporting information. One plan set shall be full size; the other should be reduced to 11" x 17".
- One (1) Mylar plan for recording.
- One (1) hard copy of the Stormwater Management Report.
- One disk filed according to the Planning Board's "[Digital Submission Requirements](#)."
- An application fee of \$1,000.00 base, plus \$250/lot if a Preliminary Plan was approved or \$500/lot if a Preliminary Plan was not approved.
- A Publication and Abutters fee of \$350.00.
- A Project Review fee pursuant to Section 4.3 of the [Newburyport Planning Board Regulations Governing Fees and Fee Schedules](#).

City of Newburyport Planning Board
FORM C – APPLICATION FOR DEFINITIVE SUBDIVISION APPROVAL

To the Planning Board:

The undersigned hereby submits a Definitive Subdivision Plan and makes application for approval to the Newburyport Planning Board pursuant to MGL Chapter 41, Section 81-O.

Applicant: _____

Mailing Address: _____

Phone: _____

Site Address: _____

Name of Proposed Subdivision: _____

Map and Lot(s): _____ Zoning District _____

Book and Page: _____ or Certificate of Title: _____

Easements and restrictions of record (describe and include deed references):

Preliminary Plan Submitted: Yes No If yes, plan approved on : _____

Engineer: _____

Address: _____

Phone: _____

Owner's Name: _____

Address: _____

Owner's Signature: _____