

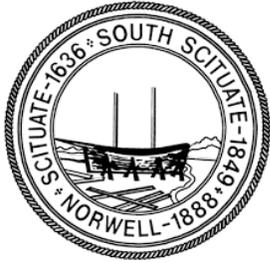
APPLICATION FOR APPROVAL OF DEFINITIVE PLAN

APPLICATION FILING INSTRUCTIONS

1. Submit one (1) original, and three (3) copies of the fully executed **Form C** Application to the Planning Department.
2. In the event that the Application is signed by a trustee of a trust, an officer of a corporation or limited liability corporation, or a partner of a partnership, then a proper affidavit or certificate(s) signed under oath and notarized shall be provided to support each such signature.
3. Submit ten (10) copies of the Definitive Plan to the Planning Department.
4. Submit one (1) original, fully executed **Form C-4** (included in this packet) documenting the Applicant's contact information required for the billing of the public hearing notification pursuant to MGL c.41 §81T. **The Applicant is responsible for the advertisement fees.**
5. Submit one (1) original, fully executed **Form D** (included in this packet) documenting the names and addresses of all owners of land directly abutting upon the land, including those separated by a street from the subject property as appearing on the most recent tax list and as certified by the Town Assessor.
 - a. The public hearing will **NOT** be advertised until the Assessor's Office has signed this document.
 - b. The Applicant shall mail copies of the legal notice to the abutters by certified mail and provide proof of mailing to the Planning Board **prior** to the opening of the public hearing.
6. Submit two (2) Mylars of the Definitive Subdivision Plan to the Planning Department for endorsement only after receiving Definitive Subdivision Plan approval from the Planning Board.
7. Submit all evidence and documentation that is necessary to establish that the Definitive Subdivision Plan warrants definitive approval under the Subdivision Control Law and the Subdivision and Land Development Rules & Regulations.
8. Submit the required technical review fee, which shall be maintained in a separate review fee account, and shall have a minimum amount of \$5,000.00 at all times.
9. Submit the required filing fee (check or money order only, following the Schedule of Fees) made payable to the Town of Norwell.
10. Submit **ALL** material in an electronic PDF format to the Planning Department.

Please review the Definitive Plans section of the Subdivision and Land Development Rules & Regulations at https://www.townofnorwell.net/sites/norwellma/files/uploads/7.0_definitive_plan_rules_regulations.pdf if you have any questions regarding the above checklist. If additional questions persist, please contact the Planning Dept. at (781) 659-8021.

*** For Applicant reference only, do not include with Definitive Plan submission. ***



TOWN OF NORWELL
Planning Department
Norwell Town Offices, Room 112
345 Main Street
Norwell, Massachusetts 02061
(781) 659-8021

*Office of the Town Planner
& Planning Board*

FORM C

APPLICATION FOR APPROVAL OF DEFINITIVE PLAN

To the Norwell Planning Board:

1. Name of Applicant(s): _____

Address: _____

Telephone: _____

E-mail Address: _____

2. Name of Owner(s): _____

Address: _____

Telephone: _____

E-mail Address: _____

3. Name of Engineer: _____

Address: _____

Telephone: _____

E-mail Address: _____

4. Name of Surveyor: _____

Address _____

Telephone: _____

E-mail Address: _____

- 5. Location of Property
(Street Address): _____
- 6. Zoning District: _____
- 7. Assessing Information: _____
- 8. Size of Property
(Both in Square Feet
and Acreage): _____
- 9. Registry References:
(Book/Page; Date)
(Plan Book, etc.) _____

The undersigned Applicant(s) submit(s) the accompanying Plan, submitted herewith, which is entitled: _____ and was prepared by _____ and is dated _____ and is for the property described above (the “Definitive Plan”), for Definitive Subdivision Plan approval under the Subdivision Control Law and the Subdivision and Land Development Rules & Regulations, in the belief that the Definitive Plan conforms to the Planning Board’s Subdivision and Land Development Rules & Regulations as set forth below.

- 1. The land shown on the Definitive Subdivision Plan is subject to the following easements and restrictions:

- 2. There are appurtenances to the land shown on the Definitive Subdivision Plan and easements and restrictions as follows:

- 3. The Plan has/has not (circle one) evolved from a Preliminary Subdivision Plan submitted to the Norwell Planning Board on _____ (insert date if applicable) and approved/approved with modifications/disapproved (circle one) by the Norwell Planning Board on _____ (insert date if applicable).
- 4. A. Number of Residential Lots: _____
B. Number of Non-Residential Lots: _____

5. Approximate Length of Each Road: _____
6. The Applicant agrees, if the Definitive Subdivision Plan is approved and endorsed, to perform and complete all work on the ground within the proposed subdivision as required by the Planning Board's Subdivision and Land Development Rules & Regulations in force and effect on the date of this application (or, if applicable, on the date of the Preliminary Subdivision Plan).
7. The Applicant agrees, if the Definitive Subdivision Plan is approved and endorsed, to complete all required work within three (3) years from the date of endorsement of the Definitive Subdivision Plan by the Board, unless an Application to extend such time period is filed with the Planning Board before the three-year time period expires and is thereafter approved by the Planning Board, otherwise subdivision approval shall be sought again.
8. The Application is accompanied by an original drawing of the Definitive Subdivision Plan in accordance with the requirements of the Planning Board's Subdivision and Land Development Rules & Regulations, and a certificate by the registered professional(s) who prepared the Definitive Subdivision Plan that the Definitive Subdivision Plan complies with said requirements.

I/We (circle one) hereby certify that the facts asserted above are true and accurate to the best of my/our (circle one) knowledge after having made a good faith investigation of the facts. I/We (circle one) hereby further certify that all of the Owners of record of the land shown on the Definitive Subdivision Plan have assented to this Application and have signed the Application below.

SIGNED UNDER OATH AND SUBJECT TO THE PENALTIES OF PERJURY THIS ____ DAY OF _____, _____.

Signature of Applicant
(Print Name: _____)

Signature of Applicant
(Print Name: _____)

I/We (circle one) hereby certify that I/we are the Owners of record of the subject property shown on the Plan and that I/We (circle one) hereby assent to this Application.

SIGNED UNDER OATH AND SUBJECT TO THE PENALTIES OF PERJURY THIS ____ DAY OF _____, _____.

Signature of Owner
(Print Name: _____)

Signature of Owner
(Print Name: _____)

ENGINEER'S CERTIFICATE

I hereby certify that I prepared the Definitive Subdivision Plan, that I have reviewed the Norwell Planning Board's applicable Subdivision and Land Development Rules & Regulations, that the Definitive Subdivision Plan was prepared based upon a ground survey performed on (insert date(s)): _____ by _____, and that, to the best of my knowledge and belief, the Definitive Subdivision Plan conforms to all of the requirements of §7 of the Norwell Planning Board's Subdivision and Land Development Rules & Regulations, regarding Definitive Subdivision Plan submissions.

(NOTE: In the event that the Definitive Subdivision Plan does not conform to all requirements, the engineer shall submit a letter indicating each way in which the Definitive Subdivision Plan does not conform and why.)

SIGNED UNDER OATH AND SUBJECT TO THE PENALTIES OF PERJURY THIS _____ DAY OF _____, _____.

Signature of Engineer
(Print Name: _____)

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SURVEYOR'S CERTIFICATE

I hereby certify that I performed and on-the-ground survey on _____ (insert date(s) of the survey) upon which the Definitive Subdivision Plan was based, that I have reviewed the Norwell Planning Board's applicable Subdivision and Land Development Rules & Regulations, that the Survey conformed to all applicable requirements of Federal, State, and Local law, all applicable professional rules and regulations, and, §7 of the Norwell Planning Board's Subdivision and Land Development Rules & Regulations, regarding Definitive Subdivision Plan submissions.

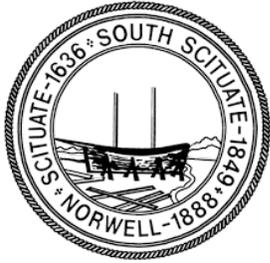
(NOTE: In the event that the Definitive Subdivision Plan does not conform to all requirements, the surveyor shall submit a letter indicating each way in which the Definitive Subdivision Plan does not conform and why.)

SIGNED UNDER OATH AND SUBJECT TO THE PENALTIES OF PERJURY THIS _____ DAY OF _____, _____.

Signature of Surveyor
(Print Name: _____)

Imprint Seal Here

NOTE: If more than one person prepared the Definitive Plan, then each such person should signed a certificate with the language set forth above and indicate which part or parts of the Definitive Plan was prepared by him or her, otherwise the sole signatory shall take responsibility for the entire contents of the Definitive Plan.



TOWN OF NORWELL
Planning Department
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*Office of the Town Planner
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FORM C-4

PUBLIC HEARING NOTICE AUTHORIZATION

Pursuant to MGL c.41 §81T and §7.6.1 of the Planning Board's Subdivision and Land Development Rules & Regulations, the Planning Board shall give notice of its public hearing by twice advertising in a newspaper of general circulation in the area, with the first publication of the notice to be at least fourteen (14) days prior to the hearing and the last at least seven (7) days prior to the hearing.

Copies of the notice shall be sent to the Board of Selectmen, the Highway Surveyor, and the Conservation Commission before the public hearing commences.

The Applicant shall be responsible for the costs associated with the notice to be advertised in the newspaper.

Note To Applicant: Please print the requested information below, including your billing address. The undersigned hereby acknowledges and understands that the advertising costs associated with the legal notice will be billed directly to the Applicant.

Signature

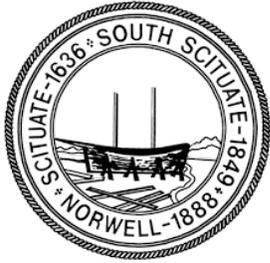
Print Billing Name

P.O. Box or Street Address

Town / State / Zip Code

Contact Phone Number

Email



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FORM D

ASSESSOR'S CERTIFIED LIST OF ABUTTERS

To the Town Assessor:

The undersigned is an Applicant for approval of a Definitive Subdivision Plan, entitled _____, prepared by _____ (engineer or surveyor), dated _____, and hereby submits the attached Definitive Subdivision Plan (Exhibit A), which shows the location of the land proposed to be subdivided, and the attached list of names and addresses of all the Owners of land abutting upon the land included in the Definitive Subdivision Plan, including Owners separated from the subject land included in the subdivision by a way, based upon the most recent tax list (Exhibit B).

The undersigned hereby requests a certification from the Town Assessor that the list of Owners set forth in Exhibit B is accurate and shows that all of the Owners of land abutting upon the land included in the Definitive Subdivision Plan, including Owners separated from the subject land included in the subdivision by a way, based upon the most recent tax list.

WITNESS OUR HAND(S) AND SEAL(S) ON THIS _____ DAY OF _____, _____.

 Signature of Applicant

 Signature of Owner(s)

 Printed Name of Applicant

 Printed Name of Owner(s)

To the Town Planner:

This is to certify that, based upon the most recent tax list, the names and address set forth in Exhibit B which I have initialed represents the names and addresses of all of the Owners of land abutting upon the land included in the proposed Definitive Subdivision Plan.

 Town Assessor

(This Application is **NOT** complete without the required attached Definitive Subdivision Plan (Exhibit A), the certified list of abutters (Exhibit B), and this executed form with the signature of the Town Assessor or Board of Assessors).